

# CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW COMMISSION

Agenda August 11, 2014 itewater Municipal

City of Whitewater Municipal Building 312 W. Whitewater St., Whitewater, Wisconsin 6:00 p.m.

1.	Call to order and Dall Call
	Call to order and Roll Call.
2.	Hearing of Citizen Comments. No formal Plan Commission Action will be taken during this
	meeting, although issues raised may become a part of a future agenda. Specific items listed on the
	agenda may not be discussed at this time; however citizens are invited to speak to those specific
	issues at the time the Plan Commission discusses that particular item.
3.	Review and approve the Plan Commission minutes of June 9, 2014, and July 14, 2014.
4.	Hold a public hearing for consideration of a change of the District Zoning Map for the
	following parcel to enact an ordinance to impose the R-2A Residential Overlay District
	Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of
	Whitewater on the following area: 288 S. Janesville Street (Tax ID# /CL 00060) for
	SOBO Properties LLC (Dennis and Eva Stanton).
5.	Hold a public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning
	District, to allow for 4 unrelated persons to live in the house located at 288 S. Janesville Street for
	SOBO Properties, LLC. (Dennis and Eva Stanton).
6.	Review proposed certified survey map for a portion of the property located at 1002 S. Janesville
	Street for Michael Sina.
7.	Review proposed exterior alterations to the building (extending the eave at the first floor level,
	transom area, & sign painted on the back wall of the building) located at 137 W. Center Street for
	Rafael and Ana Rodriguez.
8.	Information Items:
	a. Possible future agenda items.
	b. Next regular Plan Commission Meeting – September 8, 2014
9.	Adjournment.

Anyone requiring special arrangements is asked to call the Zoning and Planning Office 24 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to send their comments to c/o Neighborhood Services Director, 312 W. Whitewater Street,

Whitewater, WI, 53190 or <a href="mailto:jwegner@whitewater-wi.gov">jwegner@whitewater-wi.gov</a>. The City of Whitewater website is: whitewater-wi.gov

CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW COMMISSION Whitewater Municipal Building Community Room June 9, 2014

# ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION

#### Call to order and roll call.

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:00 p.m.

Present: Greg Meyer, Lynn Binnie, Kristine Zaballos (arrived 6:10 p.m.), Karen Coburn, Sherry Stanek (Alternate) John Tanis (Alternate). Absent: Daniel Comfort, Cort Hartmann, Bruce Parker. Others: Wallace McDonell (City Attorney), Scott Harrington (City Planning Consultant substituting for Mike Slavney).

Hearing of Citizen Comments. There were no citizen comments.

**Approval of the Plan Commission Minutes.** Moved by Binnie and seconded by Coburn to approve the Plan Commission minutes of May 12, 2014. Motion approved by unanimous voice vote.

Review proposed Certified Survey Map to combine lots near the corner of N. Prince Street and W. Florence Street to provide a lot for the approved 24 unit multi-family building to be located at 158 N. Prince Street for D.L.K. Enterprises Inc. (Mike Kachel). Scott Harrington (substituting for City Planner Mike Slavney) explained that this is a consolidation of 7 lots. This is a housekeeping item as part of the apartment building that was approved on March 10, 2014. The certified survey map meets all standards.

Chairperson Meyer opened the item for public comment. There was no public comment.

Moved by Meyer and seconded by Binnie to approve the certified survey map to combine the lots near the corner of N. Prince Street and W. Florence Street to provide a lot for the approved 24 unit multi-family building to be located at 158 N. Prince Street for D.L.K. Enterprises. Aye: Binnie, Coburn, Meyer, Stanek, Tanis. No: None. Absent: Zaballos, Comfort, Hartmann, Parker. Motion approved.

Public hearing for an amendment to the conditional use permit for WMED, LLC. (Mark Wokasch, Agent) to expand the "Class B" Beer and Liquor License, to serve beer and liquor by the bottle or glass in a proposed outdoor café at 146 W. Main Street, Whitewater, Wisconsin (Fat Jacks). City Planner Scott Harrington explained that this is a request for a conditional use permit for an outdoor café. The area is currently used for deliveries. The applicant has some slides to show more what it will look like. The City Planner conditions and

questions about this proposal include: the height of the fence (recommended to be 8 foot tall), the fence to be made of solid wood/board on board; the exterior lighting to be limited to 8 foot tall with luminous 100 watt incandescent bulb with cut off fixtures; noise limits per the City requirements; the applicant is to provide a revised site plan for the City Planner & Building Inspector to address; set up hours of operation; inspection of the premise to occur prior to occupancy; clarification of how it will be used – will the customers be allowed to come through the gates or through the bar to the patio.

Mark Wokasch showed some slides of the back of the building, explaining that the existing stairs will be torn down and rebuilt. The current plans have a 4 foot access walkway for the upstairs with a jump platform. The basement will have a locked door at the top of the ramp. Wokasch showed slides of chairs (wicker style) and tables for the outdoor patio.

Plan Commission Members voiced concerns of: customers exiting the outdoor patio through the gate; the number of customers to be in the outdoor patio; fence is 6', would feel better with 8'; what about a compromise with a 6' fence with 2'lattice on top; not sure of an 8 ft. fence, it will not help with noise.

Mark Wokasch stated that the gate will be an emergency exit only. There will be bar staff or security staff in that area at all times. The lighting fixtures are cut off fixtures (60 watt bulbs) and will be screened from the top – down lighting. They plan to have a flood light on a switch behind the bar that they can turn on in the event of an emergency and cameras so the staff can be aware of what is going on. There is a halogen light that lights up the parking area. They will have operational staff at minimum. Security plans include 8 new cameras, 4 to 6 on the patio and 2-4 in the basement. They will have radios for communication. The outdoor patio bar area will have shutter features to close up the area. They will be taking inventory of the alcohol supply on the outdoor patio every day. The outdoor patio area will be 18' x 50'. The fire department will determine the occupancy of the area. They plan to have 6 to 8 tables with 20+ chairs. The fence will be a vinyl privacy fence. The cameras will cover the fence line and the bar area. Wokasch would like to be able to be open until bar time, but will probably close the outdoor patio one hour before. When asked about the hours for Pumpers and Mitchell's outdoor patio, he said he thought they were open until bar time.

City Planner Scott Harrington explained that he has seen an 8 foot fence used successfully in similar situations. It is a lot harder to pop over or toss something out. It does cut down on light and can affect a little bit of noise.

Plan Commission Member Zaballos stated with requiring him to provide these things, we may be setting him up for failure. When things go wrong there are remedies.

Plan Commission Member Binnie suggested going with the 6 foot fence and if there are problems, having the 2 foot lattice installed on the fence.

Mark Wokasch stated that he had no intention of having live music on the patio. The fence will be a wood-look vinyl fence.

It was asked if an easement was needed to a public walkway. City Attorney stated there is to be no physical impediment to the emergency egress and that a structure is not put there. The most practical way to handle this is to make it a condition of the conditional use permit. The easement agreement over the Ketterhagen property was free and clear of structures.

Chairperson Meyer closed the public comment.

Moved by Binnie and seconded by Zaballos for conditional approval of the conditional use permit based on the Planner recommendations except for changing item A to stipulate height of the fence at 6 feet with an option at the discretion of the City Manager or City Planner to require a 2 foot extension in case of issues developing. The easement agreement over the Ketterhagen property is to be free and clear of structures. The hours of operation are to be until bar time. The patio is to be staffed at all times with at least 1 personnel. The gates are only to be used for emergency access or delivery or access for disabled persons. The lighting is to be down-lit cut-off lighting. The flood lighting will be allowed for emergencies. Aye: Binnie, Zaballos, Coburn, Stanek, Tanis, Meyer. No: none. Absent: Comfort, Parker, Hartmann. Motion approved. See attached conditional use permit.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 268 S. Prairie Street (Tax ID#/CL 00064) for Russell and Courtney Walker. Public hearing to be opened along with the following item.

Public hearing for a conditional use permit in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 268 S. Prairie Street for Russell and Courtney Walker. Chairperson Meyer opened the public hearing for both the change of the District Zoning Map to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater for the parcel at 268 S. Prairie Street and for a conditional use permit in an R-2A Overlay Zoning District to allow for 6 unrelated persons to live in the house located 268 S. Prairie Street for Russell and Courtney Walker.

City Planner Scott Harrington explained that items #6 and #7 are for the same property. The first request is for the R-2A Overlay Zoning District to be placed on this property and the second request is for a conditional use permit with a specific proposal for the use of the building. In an R-2A, they are proposing to convert the existing home with 3 bedrooms on second floor, 2 bedrooms on the 1<sup>st</sup> floor and another room that could be made into a bedroom with the removal of a pocket door being replaced by a regular door. For the conditional use, they will close the pocket door and add closets to two of the bedrooms to be fully functional. There will be no other real changes except for the parking. A revised map has been submitted. The original plan proposed 6 spaces. In the revised plan, all six vehicles can move independently. Scott read the recommended conditions of approval of the City Planner.

John Tincher stated they are doing very little to the house. The pocket door will be closed up. They can add 3 parking spots now or later. He didn't know if that would be a part of the parking summit. Right now there are 5 drivers and 5 vehicles for this property.

Plan Commission Members voiced concerns of: adding more paving (pervious and impervious areas); will there be landscaping for added parking; one bedroom is small 7' x 15', maybe it should be a study.

John Tincher stated that they could add bushes along the parking.

Courtney Walker stated that they have a family of six living in the house with no issues. Space is no problem. (The Walkers are looking for a family friendly "normal neighborhood".) They have 2 single family residences behind their home. All neighbors in this neighborhood know it is inevitable that properties in this neighborhood will become student rentals and all are moving in that direction.

John Tincher stated that the neighborhood is 66% rentals now. He has been working with college rentals for 40 years. There are a lot around town. The bedrooms are approximately 60 sq. ft. per occupant. They would like to keep the 7' x 15' room a bedroom.

Plan Commission Member Stanek said they would like to see the community move in the direction of decent college housing. There are some that are abandoned and decrepit. The small bedroom is not legally a bedroom without a closet. There is a need for study areas.

Courtney Walker stated that John Tincher is one of the best landlords. He has kept up homes. This home has brand new siding, the landscaping is good, the house is maintained and it is going to good hands.

Chairperson Meyer voiced concern of the  $2^{nd}$  floor having 3 bedrooms and 2 full baths, and the  $1^{st}$  floor having 3 bedrooms and a  $\frac{1}{2}$  bath.

Plan Commission Member Binnie suggested that we let the market decide if they want to buy or not.

John Tincher stated that the market will set the tone. If they need to make a change, they will. He has a good rapport with the student tenants. He appreciated the concern and will address it.

Moved by Binnie and seconded by Zaballos to recommend to the City Council to impose the R-2A Overlay on 268 S. Prairie Street (Tax ID#/CL 00064) for Russell and Courtney Walker. Aye: Binnie, Zaballos, Coburn, Stanek, Tanis, Meyer. No: none. Absent: Comfort, Parker, Hartmann. Motion approved.

Moved by Binnie and seconded by Tanis to approve conditionally the conditional use permit, conditioned on the zoning approval, to allow for 6 unrelated persons to live at 268 S. Prairie Street contingent upon City Council approval of R-2A Zoning and also contingent upon the City

Planner approval of the parking configuration. Aye: Binnie, Tanis, Zaballos, Coburn. No: Meyer, Stanek. Absent: Comfort, Parker, Hartmann. Motion approved.

Conceptual review and discussion of Campus Edge Apartments Planned Community Development for 1014 W. Main Street (Ryan Hughes). It has been determined that the proposed Campus Edge Apartment project presented at the May 2014 Plan Commission meeting will not meet all of the requirements of the new R-3A Zoning District. Therefore, the applicant has decided to propose the project as a Planned Community Development, and will present the updated plans to the Plan Commission. Ryan Hughes handed out color renderings of the building and a list of comparisons and responses to the concerns that were raised at the last meeting at the last meeting to the Plan Commission members.

City Planner Scott Harrington stated this is a conceptual review for a proposed PD (Planned Development) Zoning District. The original intent was for an R-3A Zoning District but the proposal did not conform to that zoning. The formal application for the PD District will be held at the July 14, 2014 Plan Commission meeting. Both the GDP (General Development Plan) and SIP will be reviewed at this meeting.

When asked about a PD (Planned Development) or PCD (Planned Community Development), City Attorney stated that as of June 5, 2014, with the adoption of the Zoning Code Rewrite, it is now a PD.

Ryan Hughes brought in color copies of his proposal and the updated lighting plan with more LED lights. Additional updates included: Hughes held a neighborhood meeting to which he invited property owners of 61 surrounding properties, the Landlord Association and the Historic Starin Park Neighborhood. He had 2 attendees at the neighborhood meeting, representatives from both the east and west of the property. Frank Bartlett from the University asked him about accessibility, width of doors, individual unit balconies having enough turn space for wheel chairs. They checked it out and they are accessible (54" and 57"). Hughes is looking into reconfiguring the plans to include three full baths in some of the units. They removed the burning bush; moved the bike racks near the stairs; and confirmed that the ceiling heights were 9 feet. They plan to go to Plan Commission with the formal proposal on July 14<sup>th</sup> and the next day July 15<sup>th</sup>, go to the City Council.

Plan Commission Members voiced concerns: Why the change from R-3A to PD? How does this project compare?

There was one item that made them change from R-3A to the PD and that was the lot area. The ordinance was at 50% reduction and was reduced to 20 %. According to that, he could possibly have 6 units on site. He is proposing 22 units.

Plan Commission Binnie explained that he was frustrated that in the process of doing an overlay for the area that they may not have come up with a standard that was realistic. The Element had extensive criticism using a PCD – PD for their project. With a PCD, the City is supposed to get something in exchange for short changing the standards. Some citizens feel that the City never seems to get an exchange. Secondly, during the process of the overlay, Binnie was one of those who said we should be looking for an R-5 for the area and come up with specific standards

developers can deal with. Progress was made, but they didn't do it. Is the density appropriate? Six units to 22 units seem far off. He thinks we need to go back to the drawing board. Increased density should be possible without going through the PD process. One of the significant objections to the Element was not providing enough parking. That has changed substantially. If we did not change the parking requirements, this project would need another 40+ parking spaces. He has 110 bedrooms and 67 spaces. There is also a concern of what the 4 story building will look like on that property. It falls within the standards, but will be a strong departure from what we have. If the neighbors were single family, there would be more concern.

Plan Commission Members voiced concerns of: the formidable front of the building; only balances with the Fine Arts building; sad to see old oak tree go; cardinal bush – marginally hardy; would like to see more canopy trees in proportion to the façade; likes the ornamental trees; this is a period in Whitewater's growth and we are making a concerted effort to support the University. Whitewater is changing from 40 years ago to Whitewater now, overall improving the cohesiveness of the area. Are there extra storage areas for tenants to store things like bicycles?

Ryan Hughes stated that there was nothing figured in for extra storage right now.

Chairperson Meyer opened for public comment.

Tyler Sailsbery, 208 W. Whitewater Street, wanted to thank Ryan Hughes for all he has done to benefit Whitewater. His character and integrity are great. His proposal is a benefit for the students with proximity and price. It has close proximity, community, and density.

Mike Kachel stated that it was a nice project. The density is extremely high. (More than double that of the Regent proposal of 2010.) There is a stark difference in the rest of the area. The height of the building is too much. Kachel's building on N. Prince Street has a 20 foot soffit on the second floor. This proposal is over 35 feet to the soffit and within 15 feet of the property line. This will reduce the light etc. the neighboring buildings get for a long period of time.

Bob Freiermuth, Whitewater Rental Association, had concerns of the parking for the tenants. The tenants will need to park someplace.

Chairperson Meyer closed the public comment.

Plan Commission Member Binnie stated that in the Element's first proposal, they were criticized for too much density (100 occupants per acre). This proposal has 110 occupants in .74 acres or 149 occupants per acre. Lot coverage is the issue, 20% reduction is too low. Binnie asked the City Planner what kind of standard they have on their big buildings in Madison.

City Planner Scott Harrington stated that this is indicative of what is being built (they are getting higher and higher density to accommodate the area).

Plan Commission Members voiced concerns of: other smaller university communities and how they dealt with these issues; sunlight- shadowing by tall buildings; U.W.W. students have cars and want cars at their apartment.

Plan Commission Member Binnie stated that the sky plane requirement had been removed from the code. Binnie also stated that in reality the neighboring buildings won't be there forever. Larger projects will be proposed there, so it is unfair to compare with what's there right now.

Ryan Hughes will present his formal proposal at the meeting on July 14, 2014.

Review possible change in the Plan Commission meeting time. Plan Commission Member Zaballos explained that there was some confusion with the 6:00 p.m. time frame to start the Plan Commission meetings. The meetings formerly started at 7:00 p.m. The time was changed to 6:00 p.m. to have the meetings end earlier. Zaballos works in Madison and stated that 6:30 p.m. would be a better time for her, and the time would correspond to the Council meeting time and be less confusing.

Moved by Binnie and Coburn to have the meetings start at 6:30 p.m. effective as soon as practical per the City Attorney. Aye: Binnie, Coburn, Stanek, Tanis, Zaballos and Meyer. No: None. Absent: Comfort, Parker, Hartmann. Motion approved.

### **Informational Items:**

**Future agenda items:** Planner Scott Harrington stated that the formal request for the PD for 1014 W. Main Street will be back at the July meeting. There will also be a change to the Flood Plain District.

Plan Commission Member Binnie states that the Plan Commission should also consider what documents the applicant needs to submit with an overlay zoning request. City Attorney McDonell thought that with the Zoning update there was an extensive list for the overlay/conditional use information.

## Next regular Plan Commission meeting – July 14, 2014.

Moved by Stanek and s	econded by Tanis to a	adjourn the meeting. I	Motion approved by
unanimous voice vote.	The meeting adjourned	ed at approximately 8	3:10 p.m.

Chairperson Greg Meyer	



# Neighborhood Services Department

Planning, Zoning, Code Enforcement, GIS and Building Inspections

www.whitewater-wi.gov Telephone: (262) 473-0540

# **CONDITIONAL USE PERMIT**

Plan Commission Meeting Date: June 9, 2014 Property Owner: WMED, LLC.

Applicant: Fat Jacks (Agent Mark Wokasch)

Property ID Number: /OT 00007

Property Address: 146 W. Main Street Whitewater, WI 53190

**REGARDING:** Conditional approval for the requested conditional use permit (CUP) for the expanded Class B service area in a new outdoor cafe at 146 W. Main Street ("Fat Jacks") subject to the following conditions of approval:

Approved subject to the following conditions:

- 1. The applicant shall provide an updated Site Plan with the following changes:
  - a. Depict all dimensions, including the approved height of the privacy fencing with a height of 6 feet with an option at the discretion of the City Manager or City Planner to require a 2 foot extension in case of issues developing.
  - b. Depict all approved exterior materials and colors (opaque board-on-board fence with panels on both sides of the fence supports, in natural wood colors. Other exterior materials should complement the color of the fence.
  - c. Limit all exterior lighting fixtures to not exceed the height of the top of the fence wall (6 feet) and to not exceed the equivalent lumens of an 100 watt incandescent fixture. Full cutoff fixtures shall be used. The lighting is to be down-lit cutoff lighting. The flood lighting will be allowed for emergencies.
  - d. Limit all noise to comply with City requirements.
  - e. The revised Site Plan shall be subject to approval by the City Building Administrator, City Engineer and City Planner.
  - f. Establish maximum hours of operation, as approved by the Plan Commission. Plan Commission approved the hours of operation to be until bar time.

- g. All development shall be consistent with the approved Site Plan, and shall be completed, inspected and approved by appropriate City Staff prior to building occupancy.
- 2. The easement agreement over the Ketterhagen property is to be free and clear of structures.
- 3. The patio is to be staffed at all times with at least 1 personnel.

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City Planner Mike Slavney	Date



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# **CONDITIONAL USE PERMIT**

Plan Commission Meeting Date: June 9, 2014

Property Owner: Russell Walker, Courtney Walker

Applicant: John Tincher Property ID Number: /CL 00064

Property Address: 268 S. Prairie Street

Whitewater, WI 53190

**REGARDING:** A conditional approval of a conditional use permit (CUP) in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 268 S. Prairie Street.

Approved subject to the following conditions:

- 1. Approval contingent upon City Council approval of the R-2A Overlay Zoning.
- 2. Contingent upon City Planner approval of the parking configuration.

City Planner, Mike Slavney	y	Date	

### MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Mike Slavney, FAICP, Consulting City Planner

Date: 5 August 2014

Re: Item # 4 Proposed Zoning Map Amendment to Impose the R-2A Residential

Overlay District Zoning Classification per Section 19.19 at 288 South Janesville

Street (Tax ID# /CL 00060) for SOBO Properties LLC.

	Summary of Request				
Requested Approvals:	pprovals: Zoning Map Amendment to Add the R-2A Overlay District				
Location:	288 South Janesville Street				
Current Land Use:	4-Bedroom Single Family Detached Dwelling Unit				
Proposed Land Use:	Jse: Same, but with up to 4 unrelated individuals (up from 3)				
Current Zoning:	R-2 One and Two Family Resid	ential			
Proposed Zoning:	R-2A Overlay District over the O	Current R-2 Zoning District			
Comprehensive Plan's Future Land Use:	Central Area Neighborhood				
Surrous	nding Zoning and Current Lan	d Uses:			
Northwest:	North:	Northeast:			
R-2 Two-Family	R-2 Single-Family	R-2 Single-Family			
West:	0.1: 5	East:			
R-2 Single-Family	Subject Property	R-2 Single-Family			
Southwest:	South:	Southeast:			
R-2 Single-Family	R-2 Single-Family	R-2 Single-Family			

### **Description of the Proposal:**

This proposal involves a request to amend the Zoning Map to add the R-2A Residential Overlay zoning district to the existing R-2 zoning district for a home at 288 South Janesville Street.

The R-2A Residential Overlay district is established by Chapter 19.19 of the Zoning Ordinance. Adopting the R-2A Residential Overlay district <u>enables the consideration</u> of a Conditional Use Permit, which if approved, would increase the number of permitted unrelated individuals in a non-family household from three to four. No other requirements of the existing R-2 Residential Zoning District are affected.

Current Zoning: R-2 One & Two Family Residence

Proposed Zoning: R-2A Overlay District

The Plan Commission holds the public hearing on a Zoning Map Amendment request, and forwards a recommendation to the Common Council.

#### PLANNER'S RECOMMENDATIONS:

The existing dwelling is a single family home with a front porch and an attached garage. The first floor contains two bedrooms, one bathroom, a living room and kitchen, and the second floor contains two bedrooms and one bathroom.

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed Zoning Map Amendment to add the R-2A overlay zoning district to the subject property, subject to the finding presented below.

#### SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

Zoning Map Amendments and other changes to the Zoning Ordinance are addressed by Chapter 19.69.

Subsection 19.69.010 enables the Plan Commission to review and recommend, and the City Council to consider, amendments to zoning district boundaries whenever the public necessity, general welfare or good zoning practice are accomplished.

I note that the subject property is within an area identified as potentially appropriate for the R-2A Overlay Zoning District. The number of existing bedrooms and the fact that no exterior building modifications are being proposed further indicates the suitability of this building for the proposed R-2A District.

I further note that granting this request for the subject property is consistent with the public necessity and general welfare of the community.

08/05/14 Page 2 of 2



288 S. Janesville Street - Google Maps



288 S. Janesville Street - Bing Maps

### NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, will consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area:

Property Address: Tax ID #: Property Owner:

288 S. Janesville Street CL 00060 SOBO Properties LLC. (Dennis & Eva Stanton)

NOTICE IS FURTHER GIVEN that the Plan Commission of the City of Whitewater will hold a public hearing in the Whitewater Municipal Building Community Room, 312 W. Whitewater Street, on Monday, August 11, 2014, at 6:00 p.m. to hear any person for or against said change. Opinions for or against said change may also be filed in writing.

The proposal is on file in the office of the Zoning Administrator, 312 W. Whitewater Street, and may be viewed during office hours of 8:00 a.m. to 4:30 p.m. Monday through Friday.

Michele Smith, City Clerk

By: Jane Wegner, Neighborhood Services Administrative Asst.

Dated: July 18, 2014

Publish: in "Whitewater Register" on July 24, 2014, and July 31, 2014

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/A 55600001	KARL N OLSON	JANET E OLSON	651 DARCY LN	WHITEWATER	WI	53190-0000
/A 55600002	D&L TRIEBOLD TRUST		N7618 ENGEL RD	WHITEWATER	WI	53190-0000
/CL 00050	JEFFREY S PETERSEN TRUST	LAUREL A PETERSEN TRUST	N9211 WOODED COURT	WHITEWATER	WI	53190-0000
/CL 00051	MARK C MAAS	LEXY MAAS	255 S PRAIRIE ST	WHITEWATER	WI	53190-0000
/CL 00052	SANTOS J BARAJAS		615 HIGH ST	WHITEWATER	WI	53190-0000
/CL 00053	DONNA J HENRY	J PHILIP HENRY	347 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00055	JAMES H MINETTE	BONNIE LAGG MINETTE	254 S JANESVILLE ST	WHITEWATER	WI	53190-1864
/CL 00056	JEFFREY T ROE	MARC A ROE	7515 STURTEVANT RD	WHITEWATER	WI	53190-0000
/CL 00057	MARC ROE	JEFFREY T ROE	7515 STURTEVANT RD	WHITEWATER	WI	53190-0000
/CL 00058	THOMAS J KLEMENT	KATHRYN S KLEMENT	5315 BLACK WALNUT DR	MCFARLAND	WI	53703-0000
/CL 00059	CAMERY MANAGEMENT LLC		408 PANTHER CT	WHITEWATER	WI	53190-0000
/CL 00060	SOBO PROPERTIES LLC		787 E CLAY ST UNIT 1	WHITEWATER	WI	53190-0000
/CL 00061	ARKI PRAIRIE LLC		W396 S3675 HARDSCRABBLE RD	DOUSMAN	WI	53118-0000
/CL 00063	HARRIET J STRITZEL TRUST		530 S JANESVILLE AVE	WHITEWATER	WI	53190-0000
/CL 00063B	JESUS GOMEZ	BEATRIZ GOMEZ	249 S COTTAGE ST	WHITEWATER	WI	53190-0000
/CL 00063C	RAUL PEREZ SR	MARIA O PEREZ	267 S COTTAGE ST	WHITEWATER	WI	53190-0000
/CL 00063D	MARTIN SOTO	SARAH SOTO	724 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00064	JOHN J TINCHER TRUST		N1190 CTY RD N	WHITEWATER	WI	53190-0000
/CL 00064A	KEVIN MCKINNON	MARSHA MCKINNON	716 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00065	JOHN J TINCHER TRUST		N1190 COUNTY RD N	WHITEWATER	WI	53190-0000
/CL 00078	FIVE REDS MANAGEMENT LLC		408 PANTHER CT	WHITEWATER	WI	53190-0000
/CL 00079	RAYMOND STRITZEL TRUST		530 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00080	APRIL K ARDELT	C/O CARL J KIENBAUM	318 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00081	JOSE SOTO RODRIGUEZ		701 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00082	TITUS J GREENWOOD	CHRISTINA M GREENWOOD	304 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00083	PAUL KRAHN	SANDRA L KRAHN	812 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00084	CARL KIENBAUM TRUST		318 S JANESVILLE	WHITEWATER	WI	53190-0000
/CL 00085	CARL KIENBAUM TRUST		318 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00094	JCM PROPERTIES LLC		W9668 HOMBURG LN	WHITEWATER	WI	53190-0000
/CL 00098	BEVERLY A FERO		526 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00099	CRAIG M SEEFELDT		534 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00100	CASA BELLA MARIA LLC	C/O MICHAEL DEVITT	13611 NOGALES DRIVE	DEL MAR	CA	92014-0000
/CL 00101	MATTHEW MITCHELL		550 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00102	KEITH MORGAN	MELANIE A MORGAN	S106 W36653 SADDLE RIDGE DR	EAGLE	WI	53119-0000
/CL 00103	ROGER L BARRETT	SHELLI L BARRETT	277 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00104	MARK REITZ	KEVIN REITZ	4735 CATHERINE CT	PEWAUKEE	WI	53072-0000

/CL 00104A	CERANSKE PROPERTY MANAGEMENT LLC		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/CL 00105	CERANSKE PROPERTY MANAGEMENT LLC		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/CL 00111	D&L TRIEBOLD TRUST		N7618 ENGEL RD	WHITEWATER	WI	53190-0000
/CL 00112	JAMES J GIES	MARGARET A GIES	537 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00113	SCOTT E MCKENZIE	SHARON MCKENZIE	629 S FRANKLIN ST	WHITEWATER	WI	53190-0000
/CL 00118	DENNIS M KNOPP		323 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00131	MICHAEL P POLASEK		4412 OAK CT	MONONA	WI	53716-0000

# CITY OF WHITEWATER PETITION FOR CHANGE OR AMENDMENT OF ZONING

Whenever the public necessity, convenience, general welfare or good zoning practice require, the City Council may, by Ordinance, change the district boundaries or amend, change or supplement the regulations established by the Zoning Ordinance.

A change or amendment may be initiated by the City Council, the Plan Commission, or by a Petition of one or more of the owners, lessees, or authorized agents of the property within the area proposed to be changed.

### PROCEDURE

1. File the Petition with the City Clerk. Filed on 7-14-14.
2. Class 2 Notices published in Official Newspaper on 7-24-14 & 7-31-14
3. Notices of Public Hearing mailed to property owners on
4. Plan Commission holds PUBLIC HEARING on 8-11-14.  They will hear comments of the Petitioner and comments of property owners. Comments may be made either in person or in writing.
<ol> <li>At the conclusion of the Public Hearing, the Plan Commission makes a decision on the recommendation they will make to the City Council.</li> </ol>
<ol><li>City Council consideration of the Plan Commission's recommendation and final decision on adoption of the ordinance making the change.</li></ol>
7. The Ordinance is effective upon passage and publication as provided by law.
The Standard of the passage and passage and provided of the

PLEASE COMPLETE THE FOLLOWING APPLICATION. If there is more than one applicant for an area to be rezoned, add additional pages with the signatures of the owners, indicate their address and the date of signature.

Refer to Chapter 19.69 of the City of Whitewater Code of Ordinances, entitled CHANGES AND AMENDMENTS, for more information on application and protests of changes.

## City of Whitewater Application for Amendment to Zoning District or Ordinance

# IDENTIFICATION AND INFORMATION ON APPLICANT(S):

1	187 E. CLAY ST, UNIT 1, WHITEWATER, WI 53190
Children and the Control of the Cont	g to current property tax records (as of the date of the application):
egal Description (Nam-	y: 288 S. JANGULE ST e of Subdivision, Block and Lot or other Legal Description):
	BLOCK 23 CHAPMAN & LUDINGTONS ADDITION
	O THE CITY OF WHITEWATER
	o me city of whitewaresc
	104 00060
Agent	or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)
Name of Individual:	Name of Firm:
	Phone:
The state of the s	
Name of Contractor:	
Has either the applicant of YES, please indicate t	or the owner had any variances issued to them on any property?  YES NO the type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTER ST
Ias either the applicant of YES, please indicate to	or the owner had any variances issued to them on any property?  YES NO the type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTER ST (
Ias either the applicant of YES, please indicate to	or the owner had any variances issued to them on any property?  YES NO the type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTER ST (
Has either the applicant of YES, please indicate the variables for Contract of the contract of	or the owner had any variances issued to them on any property?  YES NO the type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:
Ias either the applicant of YES, please indicate to	or the owner had any variances issued to them on any property?  The type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:  Current Zoning District or Ordinance to be Amended:  Proposed Zoning District or Ordinance
Has either the applicant of YES, please indicate to warrance for CEXISTING AND PROPERTY.	or the owner had any variances issued to them on any property?  The type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:  Current Zoning District or Ordinance to be Amended:  Proposed Zoning District or Ordinance  Proposed Zoning District or Ordinance
Has either the applicant of YES, please indicate to warrance for CEXISTING AND PROPERTY.	or the owner had any variances issued to them on any property?  The type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:  Current Zoning District or Ordinance to be Amended:  Proposed Zoning District or Ordinance  Proposed Zoning District or Ordinance
If YES, please indicate to VARIANCE FOR CEXISTING AND PROPERTY.	or the owner had any variances issued to them on any property?  The type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:  Current Zoning District or Ordinance to be Amended:  Proposed Zoning District or Ordinance
Has either the applicant of YES, please indicate to Variance For Control EXISTING AND PROPERTY.	or the owner had any variances issued to them on any property?  The type of variance issued and indicate whether conditions have been complied with:  PARAGE AT PREVIOUS HOME @ 430 W. CENTERST ( OPOSED USES:  Current Zoning District or Ordinance to be Amended:  Proposed Zoning District or Ordinance  REQUESTING INCREASE TO A TUTAL  OF 4 CENTERST OCCUPANTS  (ADDITION OF 1)

### PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details. Computations and stress diagrams as the building official may require.

### PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

#### STANDARDS

STANDARD	APPLICANT'S EXPLANATION
A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;	THERE ARE NO ADDITIONS OR ALTERATIONS REQUIRED
B. The Proposed development will be consistent with the adopted city master plan;	YES
C. The proposed development will be compatible with and preserve the important natural features of the site;	YES - NO CHANGES WILL BE MADE
D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	ACERCED - PROPERTY HAS BEEN USED AS A RENTAL UNIT FOR PAST SEVERAL YEARS. PEQUESTING ADDITION OF 2 TENANT

STANDARD	APPLICANT'S EXPLANATION
E. The proposed development will not create traffic circulation or parking problems;	CLERENTLY HAVE PARKING FOR 3 CARS OUTSIDE (PAVED) AND 1 CAR IN GARAGE
F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;	NO ADDITIONS OR ALTERATIONS REGULEED
G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;	PROPERTY IS NOT LISTED AS AN HISDRIC LAND MARK
H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	NO ADDITIONS OR ALTERATIONS REQUIRED

# CONDITIONS

	ter Zoning Ordinance authorizes the Plan Commission to hold a public hearing dation to the City Council for the proposed changes (Section 19.69).	g
	Applicant's Signature Date  APPLICATION FEES:	9-
Date Application Fe	Fee for Amendment to Zoning or Ordinance: \$2  e Received by City 7-21-14 Receipt No. 6.011341  We gree	200
O BE COMPLE	TED BY CODE ENFORCEMENT/ZONING OFFICE:	
	owners of record of opposite & abutting properties: review before Plan & Architectural Review Board:	
Date set for public	ACTION TAKEN:	_
CONDITIONS PL	Recommendation Not Recommended by Plan & Architectural Review Commission ACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW	
COMMISSION:		_
	Signature of Plan Commission Chairman Date	

# Tips for Minimizing Your Development Review Costs:

## A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

# Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

## Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

# For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

## For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor

#### plans should:

- 1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
- Include titles and dates on all submitted documents in case pieces of your application get separated.
- Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
- Indicate what the property and improvements look like today versus what is being proposed for the future.
- Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
- 6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

## Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

## For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

- Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
- You may request a sit-down meeting with the Neighborhood Services Director and/or Planning consultant to review and more thoroughly discuss your proposal; and/or
- You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

## Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

# Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range	
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)		
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600	
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500	
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)		
When land use is a permitted use in the zoning district	\$700 to \$2,000	
When land use also requires a conditional use permit	\$1,600 to \$12,000	
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600	
Rezoning		
indard (not PCD) zoning district	\$400 to \$2,000	
aned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000	
Land Division		
d Survey Map	Up to \$300	
nary Subdivision Plat	\$1,500 to \$3,000	
at (does not include any development agreement time)	\$500 to \$1,500	
Annexation	\$200 to \$400	

Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

# **Cost Recovery Certificate and Agreement**

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

To be filled out by	the Applicant/Property Owner
Name of Applicant:	DENNIS + EVA STANTON DBA SOBOP
Applicant's Mailing Address:	787 E. CLAY ST, LENIT 1
	WHITEWATER WI 53190
Applicant's Phone Number:	262-903-0294
Applicant's Email Address:	dds rentals @ yahou. com
Project Information:	
Name/Description of Development:	
Address of Development Site:	288 5. JANESUILLE ST
Tax Key Number(s) of Site:	/CL 00060
Property Owner Information (if different Name of Property Owner:	ent from applicant): Sobo Profests, CLC
Property Owner's Mailing Address:	Same

# Section B: Applicant/Property Owner Cost Obligations

To be filled out by the Cit	y's Neighborhood Services Director
applicant fails to pay such costs, the Costs may exceed those agreed to lowner, and City. If and when the Cibelow, for reasons not anticipated administration or consultants, the I applicant and property owner for the applicant and property owner do not by law, consider the application with consideration of the development and property owner do not be application.	nsible for the costs indicated below. In the event the e responsibility shall pass to the property owner, if different. herein only by mutual agreement of the applicant, property ity believes that actual costs incurred will exceed those listed at the time of application or under the control of the City Neighborhood Services Director or his agent shall notify the heir approval to exceed such initially agreed costs. If the ot approve such additional costs, the City may, as permitted thdrawn and/or suspend or terminate further review and application. In such case, the applicant and property owner and costs incurred up until that time.
A. Application Fee	\$
B. Expected Planning Consultant Review Cost	\$
C. Total Cost Expected of Applicant (A+B)	\$\$
D. 25% of Total Cost, Due at Time of Application	\$
E. Project Likely to Incur Additional Engineering or (	Other Consultant Review Costs? < Yes < No
one or more itemized invoices from engineering	e of application, shall be payable upon applicant receipt of the City. If the application fee plus actual planning and 25% charged to the applicant at the time of application,
Section C: A	greement Execution
To be filled out by the	Applicant and Property Owner
associated with the consideration of with 25% of such costs payable at t	ree to reimburse the City for all costs directly or indirectly of the applicant's proposal as indicated in this agreement, the time of application and the remainder of such costs are invoices from the City following the execution of ciated with the application.
Signature of Applicant/Petitioner  AUNS STANTON, FUNCTIONS	Signature of Property Owner (if different)
Printed Name of Applicant/Petitioner	Printed Name of Property Owner (if different)
7-9-14 Date of Signature	Date of Ciametria
Date of Signature	Date of Signature

### MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Mike Slavney, FAICP, Consulting City Planner

Date: 5 August 2014

Re: Item # 5 Proposed Conditional Use Permit to Enable Up to Four Unrelated

Persons in a Residence per Section 19.19 at 288 South Janesville Street (Tax ID#

/CL 00060) for SOBO Properties LLC.

Summary of Request				
Requested Approvals:	Conditional Use to Enable Up to	Conditional Use to Enable Up to Four Unrelated Residents		
Location:	288 South Janesville Street			
Current Land Use:	4-Bedroom Single Family Detacl	hed Dwelling Unit		
Proposed Land Use:	Same, but with up to 4 unrelated	individuals (up from 3)		
Current Zoning:	R-2 One and Two Family Resid	ential		
Proposed Zoning:	R-2A Overlay District over the O	Current R-2 Zoning District		
Comprehensive Plan's Future Land Use:	Central Area Neighborhood			
Surrous	nding Zoning and Current Lan	d Uses:		
Northwest: North:		Northeast:		
R-2 Two-Family	R-2 Single-Family	R-2 Single-Family		
West:	0.11	East:		
R-2 Single-Family	Subject Property	R-2 Single-Family		
Southwest:	South: Southeas			
R-2 Single-Family	R-2 Single-Family R-2 Single-Family			

## **Description of the Proposal:**

This proposal involves a request to approve a Conditional Use Permit to increase the number of permitted unrelated individuals in a non-family household from three to four. No other requirements of the existing R-2 Residential Zoning District are affected.

The existing dwelling is a single family home with a front porch and an attached one-car garage. The first floor contains two bedrooms, one bathroom, a living room and kitchen, and the second floor contains two bedrooms and one bathroom. No changes are proposed to the existing dwelling.

The provided drawings indicate that a paved area is available to park three vehicles, and a fourth parking space is available in the garage. In its current configuration, the parking area does not meet the Zoning Code requirements for minimum parking space length. The parking stalls are 10 feet by 9 feet, but they must be 18 feet long in order to meet the requirements of Section 19.51.050(A)(1).

The Plan Commission holds the public hearing on a Conditional Use Permit, and makes the final determination of approval, approval with conditions, or denial.

#### PLANNER'S RECOMMENDATIONS:

This application was very thorough, and the drawings provided were clear and well done. The applicant has indicated a willingness to adjust the parking area so that it meets the zoning requirements.

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed Conditional Use Permit to Enable Up to Four Unrelated Persons in a Residence at 288 South Janesville Street; subject to the recommendations and findings presented below:

### **Suggested Conditions of Approval:**

- Bring the paved parking area into full conformance with the parking requirements of the City's Zoning Code. Expand the existing paved parking lot so that each parking space is 18 feet in, as depicted on the attached drawing provided by Vandewalle and Associates.
- 2. Any other conditions identified by City Staff or the Plan Commission.

Suggested Findings are presented on the following page.

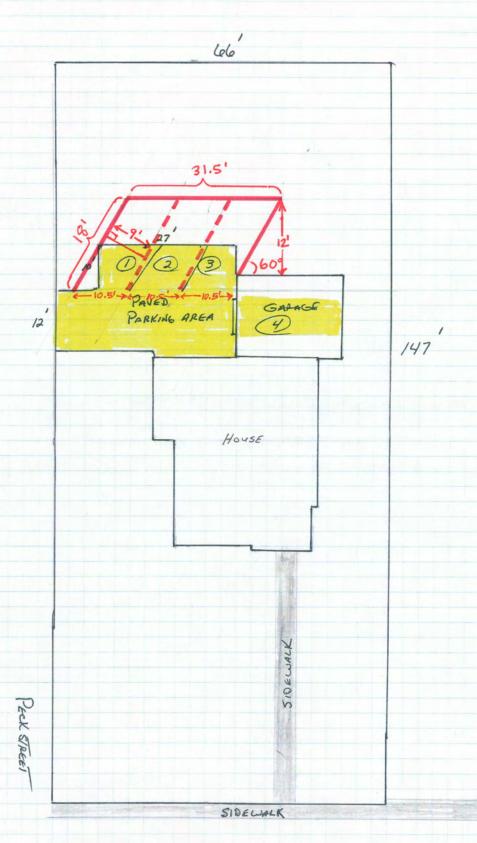
08/05/14 Page 2 of 3

## SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

Conditional Use Permits are required to be reviewed in relation to a set of standard criteria presented in the Zoning Ordinance (Section 19.66.050).

	Analysis of Proposed Conditional Use Permit for: 288 South Janesville Street					
	Conditional Use Permit Review Standards per Section 19.66.050:					
STANDARD EVALUATION COMMENTS		COMMENTS				
1.	The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	This project will involve no exterior building modifications and maintains the number of bedrooms currently in the dwelling.			
2.	Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	No	All utilities are adequate.  The parking area needs to be redesigned in order to meet the current parking requirements.			
3.	The conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance or through variance.	Yes	No exemptions or variances are being requested.			
4.	The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The proposal does not change the single family use of the property.			
5.	The conditional use and structures are consistent with sound planning and zoning principles.	Yes	The project is consistent with the use and density requirements of the R-2A District and the Comprehensive Plan.			

08/05/14 Page 3 of 3



JANESVILLE STREET



# Neighborhood Services Department

Planning, Zoning, Code Enforcement, GIS and Building Inspections

> www.whitewater-wi.gov Telephone: (262) 473-0540

## NOTICE OF PUBLIC HEARING

## TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 11th day of August 2014 at 6:00 p.m. to hold a public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 288 S. Janesville Street for SOBO Properties, LLC. (Dennis & Eva Stanton).

The proposal is on file in the office of the Zoning Administrator at 312 W.

Whitewater Street and is open to public inspection during office hours Monday through

Friday, 8:00 a.m. to 4:30 p.m.

This meeting is open to the public. <u>COMMENTS FOR, OR AGAINST THE</u>
PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540

Greg Noll, Zoning Administrator

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/A 55600001	KARL N OLSON	JANET E OLSON	651 DARCY LN	WHITEWATER	WI	53190-0000
/A 55600002	D&L TRIEBOLD TRUST		N7618 ENGEL RD	WHITEWATER	WI	53190-0000
/CL 00050	JEFFREY S PETERSEN TRUST	LAUREL A PETERSEN TRUST	N9211 WOODED COURT	WHITEWATER	WI	53190-0000
/CL 00051	MARK C MAAS	LEXY MAAS	255 S PRAIRIE ST	WHITEWATER	WI	53190-0000
/CL 00052	SANTOS J BARAJAS		615 HIGH ST	WHITEWATER	WI	53190-0000
/CL 00053	DONNA J HENRY	J PHILIP HENRY	347 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00055	JAMES H MINETTE	BONNIE LAGG MINETTE	254 S JANESVILLE ST	WHITEWATER	WI	53190-1864
/CL 00056	JEFFREY T ROE	MARC A ROE	7515 STURTEVANT RD	WHITEWATER	WI	53190-0000
/CL 00057	MARC ROE	JEFFREY T ROE	7515 STURTEVANT RD	WHITEWATER	WI	53190-0000
/CL 00058	THOMAS J KLEMENT	KATHRYN S KLEMENT	5315 BLACK WALNUT DR	MCFARLAND	WI	53703-0000
/CL 00059	CAMERY MANAGEMENT LLC		408 PANTHER CT	WHITEWATER	WI	53190-0000
/CL 00060	SOBO PROPERTIES LLC		787 E CLAY ST UNIT 1	WHITEWATER	WI	53190-0000
/CL 00061	ARKI PRAIRIE LLC		W396 S3675 HARDSCRABBLE RD	DOUSMAN	WI	53118-0000
/CL 00063	HARRIET J STRITZEL TRUST		530 S JANESVILLE AVE	WHITEWATER	WI	53190-0000
/CL 00063B	JESUS GOMEZ	BEATRIZ GOMEZ	249 S COTTAGE ST	WHITEWATER	WI	53190-0000
/CL 00063C	RAUL PEREZ SR	MARIA O PEREZ	267 S COTTAGE ST	WHITEWATER	WI	53190-0000
/CL 00063D	MARTIN SOTO	SARAH SOTO	724 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00064	JOHN J TINCHER TRUST		N1190 CTY RD N	WHITEWATER	WI	53190-0000
/CL 00064A	KEVIN MCKINNON	MARSHA MCKINNON	716 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00065	JOHN J TINCHER TRUST		N1190 COUNTY RD N	WHITEWATER	WI	53190-0000
/CL 00078	FIVE REDS MANAGEMENT LLC		408 PANTHER CT	WHITEWATER	WI	53190-0000
/CL 00079	RAYMOND STRITZEL TRUST		530 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00080	APRIL K ARDELT	C/O CARL J KIENBAUM	318 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00081	JOSE SOTO RODRIGUEZ		701 W PECK ST	WHITEWATER	WI	53190-0000
/CL 00082	TITUS J GREENWOOD	CHRISTINA M GREENWOOD	304 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00083	PAUL KRAHN	SANDRA L KRAHN	812 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00084	CARL KIENBAUM TRUST		318 S JANESVILLE	WHITEWATER	WI	53190-0000
/CL 00085	CARL KIENBAUM TRUST		318 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00094	JCM PROPERTIES LLC		W9668 HOMBURG LN	WHITEWATER	WI	53190-0000
/CL 00098	BEVERLY A FERO		526 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00099	CRAIG M SEEFELDT		534 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00100	CASA BELLA MARIA LLC	C/O MICHAEL DEVITT	13611 NOGALES DRIVE	DEL MAR	CA	92014-0000
/CL 00101	MATTHEW MITCHELL		550 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00102	KEITH MORGAN	MELANIE A MORGAN	S106 W36653 SADDLE RIDGE DR	EAGLE	WI	53119-0000
/CL 00103	ROGER L BARRETT	SHELLI L BARRETT	277 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00104	MARK REITZ	KEVIN REITZ	4735 CATHERINE CT	PEWAUKEE	WI	53072-0000

/CL 00104A	CERANSKE PROPERTY MANAGEMENT LLC		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/CL 00105	CERANSKE PROPERTY MANAGEMENT LLC		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/CL 00111	D&L TRIEBOLD TRUST		N7618 ENGEL RD	WHITEWATER	WI	53190-0000
/CL 00112	JAMES J GIES	MARGARET A GIES	537 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/CL 00113	SCOTT E MCKENZIE	SHARON MCKENZIE	629 S FRANKLIN ST	WHITEWATER	WI	53190-0000
/CL 00118	DENNIS M KNOPP		323 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00131	MICHAEL P POLASEK		4412 OAK CT	MONONA	WI	53716-0000



## Neighborhood Services Department Planning, Zoning, GIS, Code Enforcement and Building Inspections

www.whitewater-wi.gov (262) 473-0143

# CONDITIONAL USE PERMIT APPLICATION

Address of Property: 288 S. JANESUILLE ST
Owner's Name: DENN'S + EVA STANTON DBA SOBO PROPERTIES LLC
Applicant's Name: DENNIS & EUR STANTON
Mailing Address: 787 E. CLAY ST, UNIT 1, WHITEWATER
Phone #: 262-903-0294 Email: dds rentals@ yehoo. com
Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): Lot 10,
BLOCK 23 CHAPMAN + LUDINGTONS ADDITION TO CITY OF WHITEW
/22000
Existing and Proposed Uses:
Current Use of Property: RENTAL (RESIDENTIAL)
Zoning District: 22
Proposed Use: R2A - ONE ADDITIONAL OCCUPANT (4 TOTAL)
NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of the month. All
complete plans must be in by 4:00 p.m. four weeks prior to the meeting.
Conditions

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be affected. "Conditional Uses" may be subject to time limits or requirements for periodic review by staff.

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## APPLICATION REQUIREMENTS

## THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO CONSIDER THE APPLICATION COMPLETE:

- Statement of use, including type of business with number of employees by shift.
- Scaled plot plan with north arrow, showing proposed site and all site dimensions.
- All buildings and structures: location, height, materials and building elevations.
- Lighting plan: including location, height, type, orientation of all proposed outdoor lighting both on poles and on buildings. Photometric plans may be required.
- Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.
- Off-street parking: locations, layout, dimensions, circulation, landscaped areas, total number of stalls, elevation, curb and gutter.
- Access: pedestrian, vehicular, service. Points of ingress and egress.
- 8. Loading: location, dimensions, number of spaces, internal circulation.
- Landscaping: including location, size and type of all proposed planting materials.
- Floor plans: of all proposed buildings and structures, including square footage.
- 11. Signage: location, height, dimensions, color, materials, lighting and copy area.
- 12. Grading /drainage plan of the proposed site.
- Waste disposal facilities: storage facilities for the storage of trash and waste materials.
- 14. Outdoor storage, where permitted in the district: type, location, height of screening devices.
  - \*\*Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.

#### STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Commission shall use the following standards when reviewing applications for conditional uses. The applicant is required to fill out the following items and explain how the proposed conditional use will meet the standard for approval.

APPLICANT'S EXPLANATION
AS A RENTAL. ASKING ONLY FOR I ADDITIONAL OCCUPANT.
NO ADDITIONS, ALTERATIONS OR IMPROVEMENTS ARE BEING MADE
YES
YES

**Refer to Chapter 19.66 of the City of Whitewater Municipal Code, for more information.	, entitled CON	DITIONAL USES,
Applicant's Signature: Stanton	Date:_	7-9-14
Printed: DENNIS STANTON, EVA STANTON		

1)	Application was filed and the paid fee at least four weeks prior to the meeting. \$100.00 fee filed on 7-14-14. Received by: \( \begin{align*} \text{Receipt} &
2)	Application is reviewed by staff members.
2)	Class 1 Notice published in Official Newspaper on $7 - 31 - 14$ .
3)	Notices of the Public Hearing mailed to property owners on $\frac{7-28-14}{}$ .
4)	Plan Commission holds the PUBLIC HEARING on $8-11-14$ . Public comments may also be submitted in person or in writing to City Staff.
5)	At the conclusion of the Public Hearing, the Plan Commission will make a decision.
	ACTION TAKEN:
Revi	dition Use Permit: Granted Not Granted By the Plan and Architectural ew Commission
Revi	dition Use Permit: Granted Not Granted By the Plan and Architectural
Revi	dition Use Permit: Granted Not Granted By the Plan and Architectural ew Commission  NDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECHTURAL REVIEW

# <u>Tips for Minimizing Your Development Review Costs: A Guide for Applicants</u>

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals to understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

## Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Manager / City Planner. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

#### Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

# For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

### For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and consultants still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

- 1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
- Include titles and dates on all submitted documents in case pieces of your application get separated.
- 3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
- Indicate what the property and improvements look like today versus what is being proposed for the future.
- 5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
- 6. Indicate the colors and materials of all existing and proposed site/building improvements.
- 7. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

## Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's consultant staff and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

### For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

- Preliminary plans may be submitted to City staff and/or planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
- 2. You may request a sit-down meeting with the Neighborhood Services Manager/ City Planner to review and more thoroughly discuss your proposal; and/or

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You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

## Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the Neighborhood Services Manager / City Planner of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

### Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking the general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

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Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400

<sup>\*\*</sup>Note: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

## **Cost Recovery Certificate and Agreement**

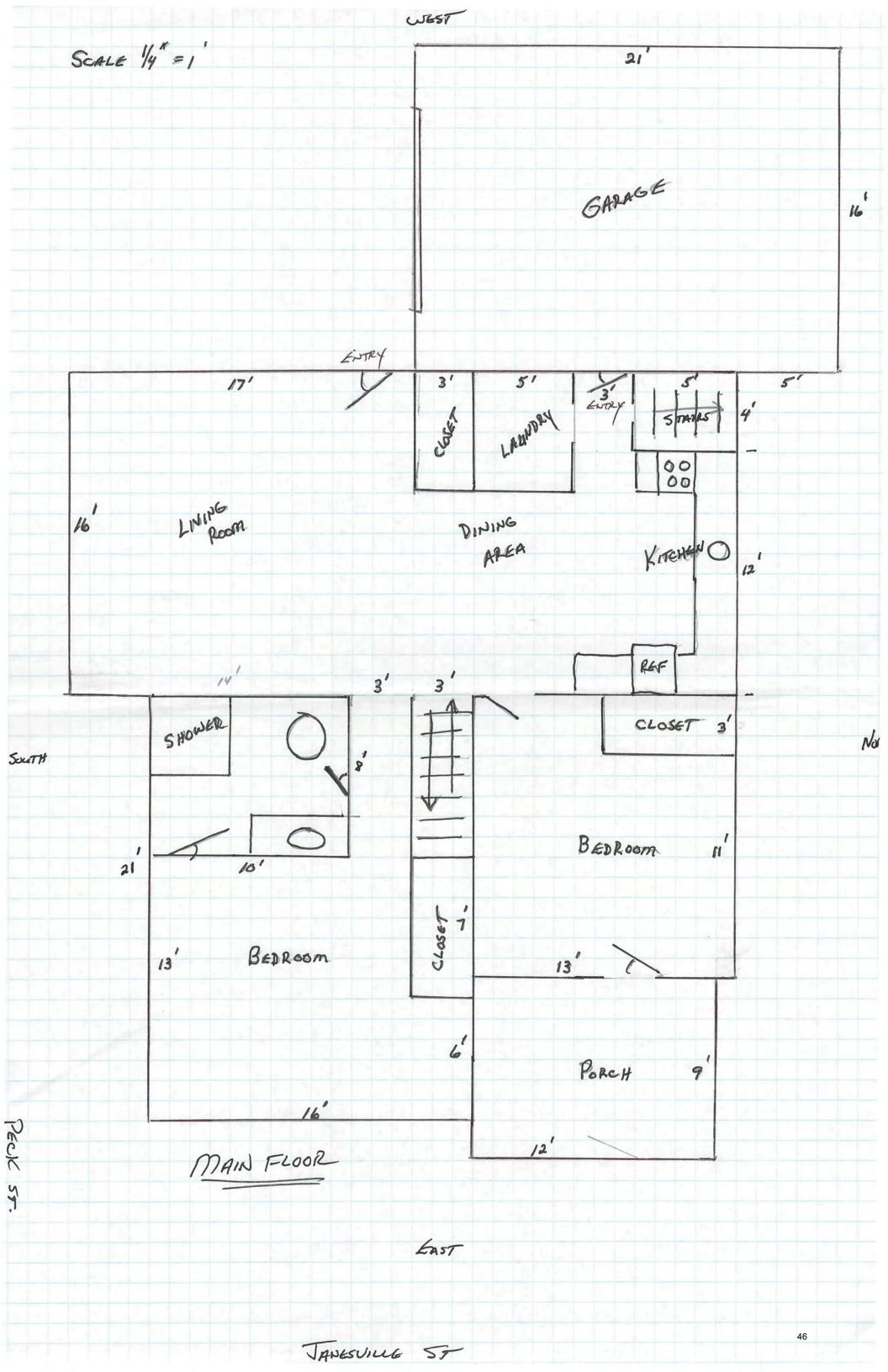
The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

	ckground Information the Applicant/Property Owner
Name of Applicant:	DENNIS + EVA STANTON DBA SOBO PROPE
Applicant's Mailing Address:	787 E. CLAY ST, LENIT 1
	WHITEWATERY WI 53190
Applicant's Phone Number:	262-903-0294
Applicant's Email Address:	des renta/s @ yahou, com
Project Information:	
Name/Description of Development:	
Address of Development Site:	288 5. JANESUILLE ST
Tax Key Number(s) of Site:	104 00060
Property Owner Information (if different	Sobo Property LLC
Name of Property Owner:	JOBS PILOPBUIS, CC
Property Owner's Mailing Address:	Same

## Section B: Applicant/Property Owner Cost Obligations

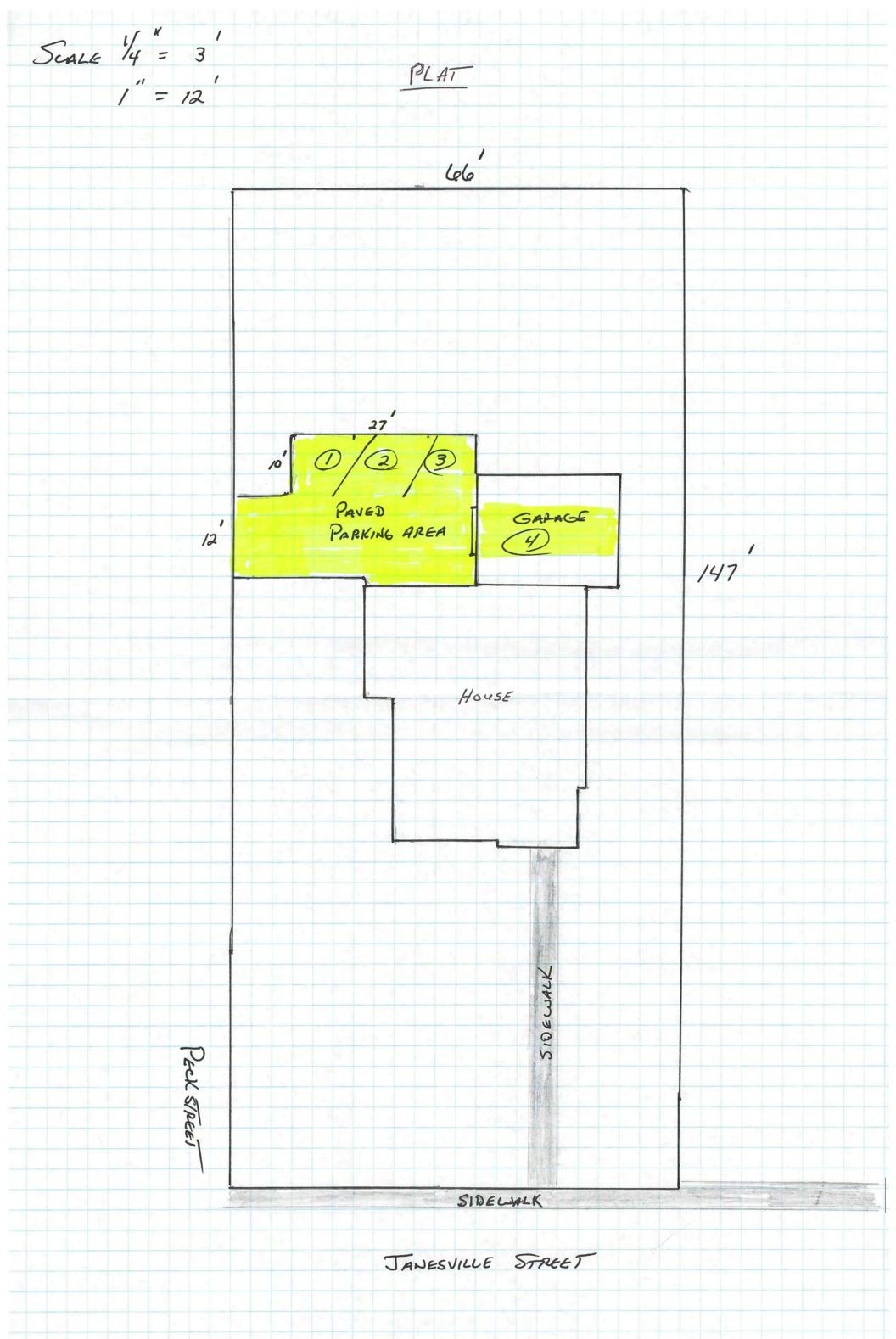
To be filled out by the Neighbor	rhood Services Department ————
Under this agreement, the applicant shall be responsible applicant fails to pay such costs, the responsibility shall may exceed those agreed to herein only by mutual agree If and when the City believes that actual costs incurred anticipated at the time of application or under the control Neighborhood Services Director or his agent shall notify approval to exceed such initially agreed costs. If the appropriate the control approval costs, the City may, as permitted by law, conterminate further review and consideration of the developroperty owner shall be responsible for all consultant cons	pass to the property owner, if different. Costs ement of the applicant, property owner, and City. will exceed those listed below, for reasons not ol of the City administration or consultants, the y the applicant and property owner for their olicant and property owner do not approve such sider the application withdrawn and/or suspend or opment application. In such case, the applicant and
A. Application Fee	\$\$
B. Expected Planning Consultant Review Cost	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
C. Total Cost Expected of Applicant (A+B)	\$
D. 25% of Total Cost, Due at Time of Application	\$
E. Project Likely to Incur Additional Engineering or Ot	her Consultant Review Costs? < Yes < No
engineering consultant review costs end up being less the application, the City shall refund the difference to the application C: Agreen	pplicant.
To be filled out by the Applic	ant and Property Owner
The undersigned applicant and property owner agree to indirectly associated with the consideration of the appli with 25% of such costs payable at the time of application receipt of one or more invoices from the City following associated with the application.	cant's proposal as indicated in this agreement, on and the remainder of such costs payable upon
Signature of Applicant/Petitioner	Signature of Property Owner (if different)
Printed Name of Applicant/Petitioner	Printed Name of Property Owner (if different)
Date of Signature	Date of Signature
	10



WEST Seace 1/4 = 1 7' CLOSET 3 6" South NORTH BERROOM 6 BEOROOM 13 13 SECOND FLOOR

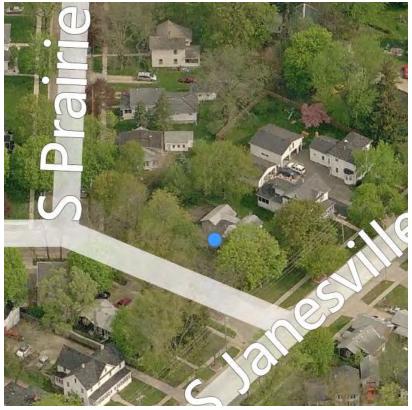
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288 S. Janesville Street - Google Maps



288 S. Janesville Street - Bing Maps



## **Property Record Card**



Parcel Number:

CL 00060

Property Address:

288 S JANESVILLE

Municipality:

Whitewater City of

Owner Name:

SOBO PROPERTIES, LLC

Zoning: R2

Land Use: Residential

Date of Inspection: 02-28-2013

Property Photograph:



#### Legal Description:

LOT 10 BLK 23 CHAPMAN & LUDINGTONS ADD CITY OF WHITEWATER

**Building Description** 

Year Built: 1885

**Building Type/Style:** 08-Residence O/S

1.5 Story: Grade: C

CDU/Overall Condition: (D) Average Interior Condition: 2-Same Kitchen Condition: 2-Good

**Bath Condition:** 2-Good **Exterior Wall:** 04-Alum/Vinyl

Bedrooms: 4 Full Baths: 2

Half Baths:

**Room Count:** 6 Partial **Basement Description:** AC Heating: Type of Fuel: 1-Gas

1-Warm Air

Square Footage / Attachments

Basement: 849 First Story: 1106 Half Story: 593

Total Square Footage:

Type of System:

1550.75

Attachment Description(s): Enclosed Frame Porch

Attached Frame Garage

Feature Description(s): 05-Metal Fireplace

Area:

140 352

Units:

Other Building Improvements

Structure Type:

Year Built:

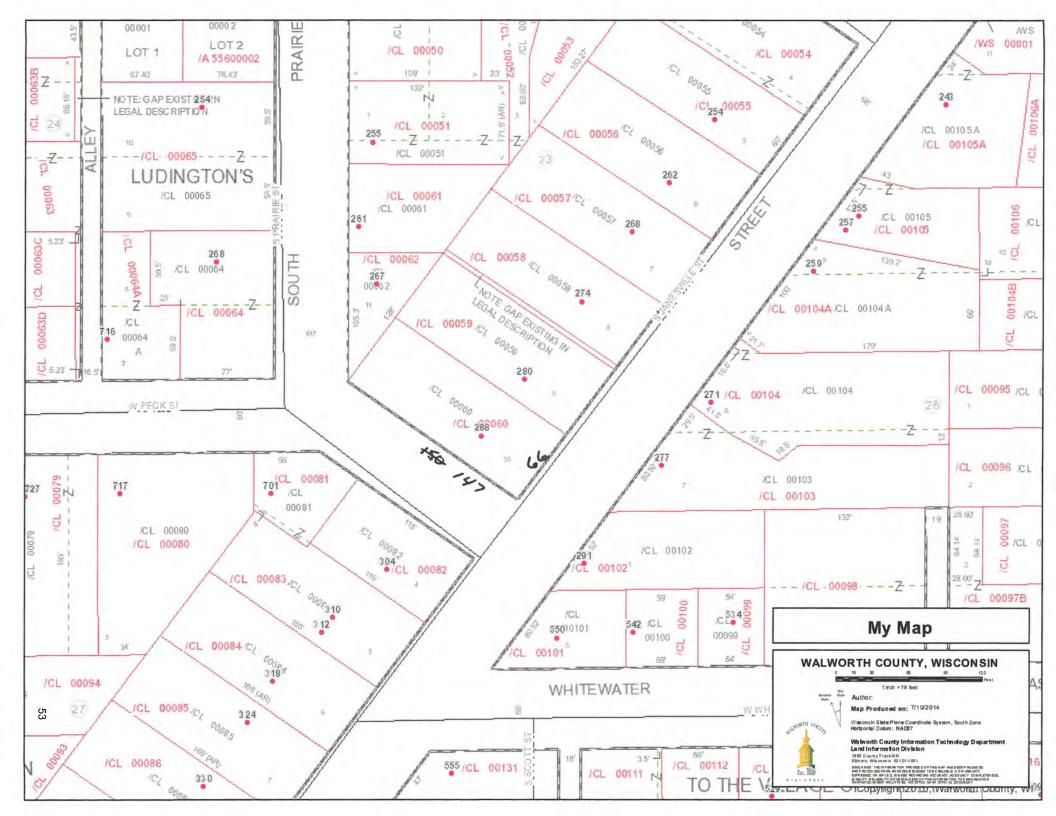
Area:

Condition:

Date of Permit:	Permit N	lumber:		Permit Amount		Details of Permit:
Ownership / Sales	A CONTRACTOR OF THE CONTRACTOR		•			
Date of Sale: 2010-06-21 2012-03-29 2012-05-04	Sale Am 95000 123000 123000	nount:		Conveyance Ty WD-Warranty D WD-Warranty D QCD-Quit Clain	Deed Deed	
Land Data & Comp Land Class	Total Square	Total	Depth:	Actual	Assessed	Assessed
Residential		Acreage: 0.22	147	Frontage: 66	Land Value: \$45500	Improvement: \$78800
	Value		1			\$78800
Total Improvemen						A.EEGO
Total Improvemen Total Land Value						\$45500







#### MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Mike Slavney, FAICP, Consulting City Planner

Date: 5 August 2014

Re: Item # 6 Proposed Certified Survey Map to Subdivide a Lot at 1002 South

Janesville Street for Michael Sina

#### **Description of the Proposal:**

The subject property is located on the northwest side of Highway 59, south of the Highway 12 bypass, and just southeast of the Wisconsin & Southern Railroad tracks. It is located at the very southern edge of the City, as the property's southeastern and southwestern boundaries are the City limits.

The property is zoned B-3, Highway Commercial and Light Industrial District. The proposed certified survey map (CSM) creates a separate lot out of southernmost portion of the existing lot. The northern boundary of the new lot is located just south of a small brook, which is visible on the air photos I have provided on the following page. This new lot is just over 2 ½ acres and meets the requirements of the land division and the zoning ordinances.

#### PLANNER'S RECOMMENDATIONS:

I recommend approval of the proposed CSM, subject to any requirements identified by the Plan and Architectural Review Commission.

The proposed use for the site appears to be mini warehouses. This project, which contains multiple buildings on one lot, will require a conditional use permit per Section 19.06.150 of the zoning code.



1002 S. Janesville Street - Google Maps



1002 S. Janesville Street - Bing Maps



1002 S. Janesville Street - Bing Maps - Zoom



## Neighborhood Services Department

Planning, Zoning, Code Enforcement, GIS and Building Inspections

www.whitewater-wi.gov Telephone: (262) 473-0540

#### TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Whitewater Municipal Building Community Room located at 312 W. Whitewater Street on the 11th day of August, 2014, at 6:00 p.m. to review the proposed Certified Survey Map for a portion of the property located at 1002 S. Janesville Street for Michael Sina.

The proposal is on file in the office of the Zoning Administrator at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

The above meeting is open to the public. <u>COMMENTS FOR, OR AGAINST THE</u>
PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540.

Greg Noll, Zoning Administrator

#### 1002 S. Janeswville St.

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/WUP 00327	HOFFMANN LANDS LTD		8612 N. LIMA CENTER RD	WHITEWATER	WI	53190-0000
/WUP 00341	MOUNTAIN WEST BANK		1225 CEDAR ST	HELENA	MT	59601-0908
/WUP 00342	STATE OF WISCONSIN DEPT OF TRANSPORTATION			MADISON	WI	53700-0000
DW 800004	FRANK J HALL TRUST	HARRIET E HALL TRUST	2414 W AVALON RD	JANESVILLE	WI	53546-0000
DW 800007	DAVID A MCCOMB	BARBARA A MCCOMB	W9230 STATE RD 59	WHITEWATER	WI	53190-3710
DW 800007A	EVA N RAUFMAN		W9204 STATE RD 59	WHITEWATER	WI	53190-0000
D W 800009	WHITEWATER COUNTRY CLUB		P. O. BOX 237	WHITEWATER	WI	53190-0000
	MICHAEL SINA		N8660 CONVERSE ROAD	WHITEWATER	WI	53190-0000

#### City of Whitewater Application for Plan Review

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: MICHAEL SINA N8660 CONVERSE RD. Applicant's Address: Phone # 262-391-3987 WHITEWATER, W.T. 53190 Owner of Site, according to current property tax records (as of the date of the application):

MOUNTAIN WIEST BANK Street address of property: W9144 HWY "59" WHITEWATER, WI 53190 Legal Description (Name of Subdivision, Block and Lot or other Legal Description): PART OF SW 1/4 SEC. 8-4-15 CITY WHITEWATER Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.) Name of Individual: MARK MIRITZ Name of Firm: LAND-MARK SURVEYING Office Address: N9336 KNUTESON DR. WHITEWATER WI 53190 Phone: 262-495-3284 Name of Contractor: Has either the applicant or the owner had any variances issued to them, on any property? YES (NO/ If YES, please indicate the type of variance issued and indicate whether conditions have been complied with. **EXISTING AND PROPOSED USES: Current Land Use:** 13-3 Principal Use: Accessory or Secondary Uses: **Proposed Use** No. of occupants proposed to be accomodated:  $\bigcirc$ No. of employees: ? 13-3 Zoning District in which property is located: Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is

located:

#### PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details, computations and stress diagrams as the building official may require.

#### PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

#### **STANDARDS**

STAN	DARD	APPLICANT'S EXPLANATION
A.	The proposed structure, addition, alteration or use will meet the minimum standards of this title for the district in which it is located;	NIA
В.	The proposed development will be consistent with the adopted city master plan;	YES
C.	The proposed development will be compatible with and preserve the important natural features of the site;	y∈ 5
D.	The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	YES

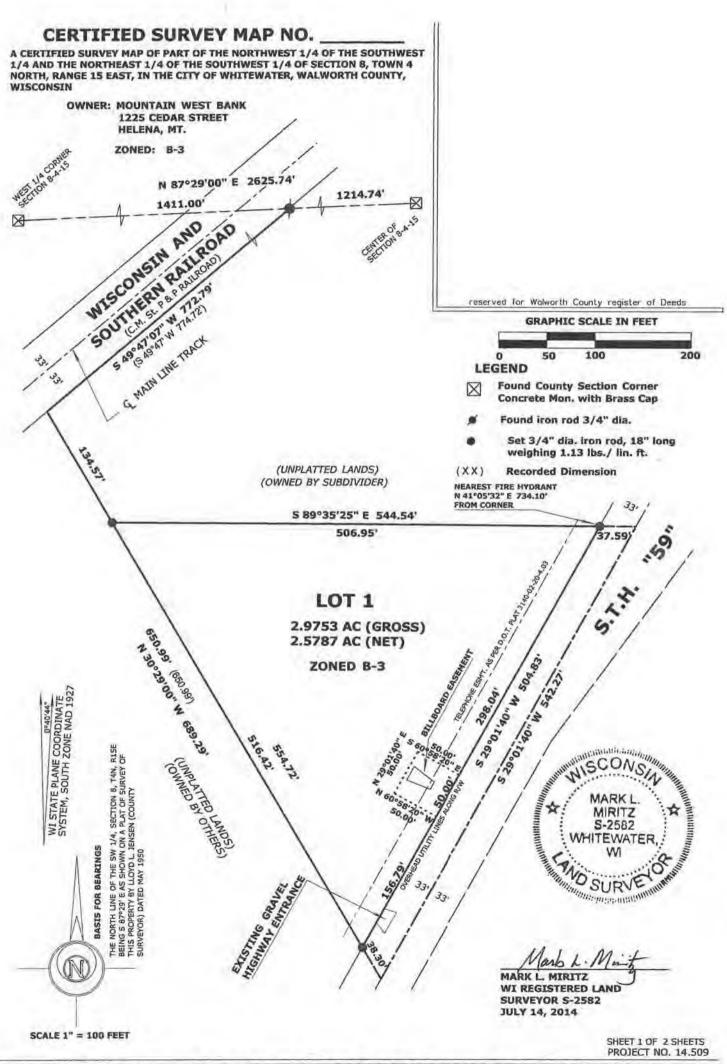
DARD	APPLICANT'S EXPLANATION
The proposed development will not create traffic circulation or parking problems;	WILL NOT
The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;	
Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;	NO
The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	POO
	The proposed development will not create traffic circulation or parking problems;  The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;  Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;  The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining

#### CONDITIONS

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved uses. Conditions can deal with the points listed below (Section 19.63.080). Be aware that there may be discussion at the Plan Commission in regard to placement of such conditions upon your property. You may wish to supply pertinent information. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be required by the Plan and Architectural Review Commission upon its finding that these are necessary to fulfill the purpose and intent of this Ordinance. "Plan Review" may be subject to time limits or requirements for periodic reviews where such requirements relate to review standards. Applicant's Signature Date APPLICATION FEES: Fee for Plan Review Application: \$100 Date Application Fee Received by City Receipt No. Received by TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE: Date notice sent to owners of record of opposite & abutting properties: Date set for public review before Plan & Architectural Review Board: ACTION TAKEN: Not Granted by Plan & Architectural Review Commission. Granted CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

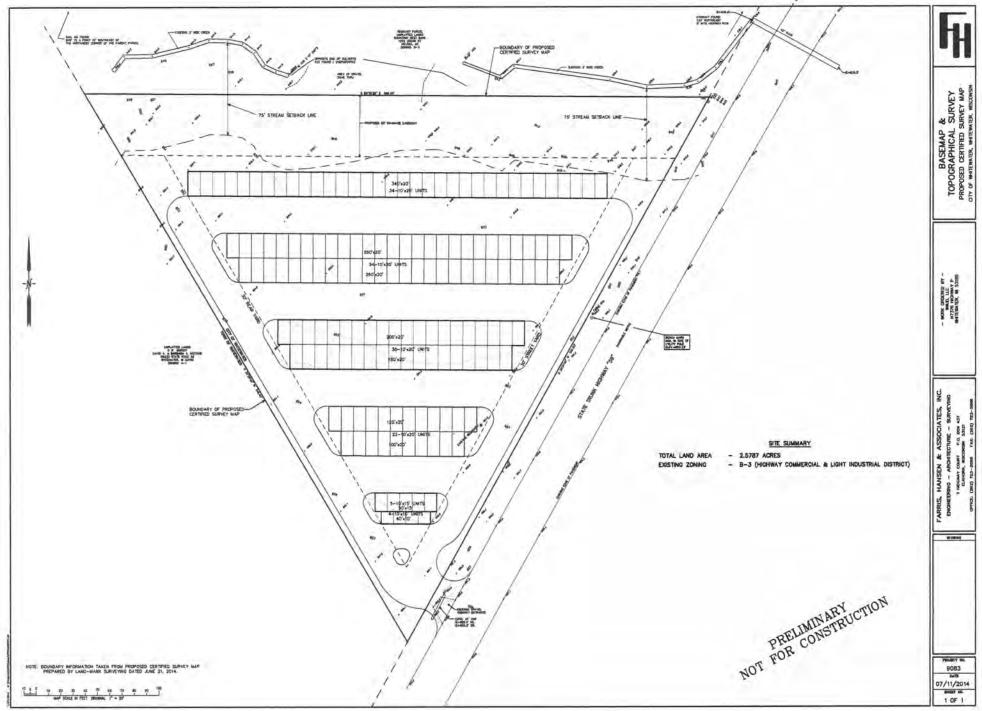
Date



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MARK L. MIRI WI REGISTER JULY 14, 2014	ITZ 5 RED LAND SURVEYOR S-2582	MARK L. MIRITZ S-2582 WHITEWATE WI	ER O HALLING	
OWNER'S	CERTIFICATE:			
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MOUNTAIN W	EST BANK (REPRESNTATIVE)	<del></del>		
STATE OF WIS				
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		COUNTY, WISCONSIN.		
NOTARY PUBL MY COMMISSI	The state of the s			
CITY OF V	WHITEWATER APPROVAL:			
APPROVED BY	THE CITY OF WHITEWATER PLAN AND	ARCHITECTURAL REVIEW COMMIS	SION.	
DATED THIS	DAY OF	2014		

SHEET 2 OF 2 SHEETS PROJECT NO. 14.509

MICHELE R. SMITH, CITY CLERK



#### MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Mike Slavney, FAICP, Consulting City Planner

Date: 5 August 2014

Re: Item # 7 Proposed Exterior Modifications to a Structure in the B-2 Central

Business District per Section 19.63.050 at 137 West Center Street for Rafael and Ana

Rodriguez

Summary of Request							
Requested Approvals:	Proposed Exterior Modifications to a Structure in the B-2						
Location:	137 West Center Street	137 West Center Street					
Current Land Use:	Vacant						
Proposed Land Use:	Coffee Shop						
Current Zoning:	B-2 Central Business						
Proposed Zoning:	No change						
Comprehensive Plan's Future Land Use:	Central Business						
	<u> </u>						
Surrou	nding Zoning and Current Lan	nd Uses:					
	North:						
	B-2 Whitewater Travel Services						
West:	0.11	East:					
B-2 Gus' Pizza Palace	Subject Property	B-2 TNT Signs					
	South:						
	B-2 Wayne's Barber Shop						

#### **Description of the Proposal:**

This proposal involves changes to the façade of a building in the B-2 Central Business district, which automatically requires approval by the Plan and Architectural Review Commission per Section 19.63.050 of the Zoning Code.

The existing eave, presently 6-8 inches, is proposed to be widened to 16 inches, for both functional and aesthetic reasons.

The existing siding covering the transom area between the first floor windows and the eave is proposed to be removed. The applicant will determine whether the existing transom underneath the siding can be restored to its original appearance. If this is not possible, the transom will be redesigned to match the pattern of a building to the east (131 West Center Street).

A painted sign with one gooseneck light is proposed to be placed on the wall facing the alley.

The application includes photos of the building façade as well as the façade of 131 West Center Street. It also includes color samples proposed for the building façade.

No Site Plan has been provided by the applicant, nor have details about hours of operation, maximum capacity, additional exterior lighting, or stormwater management.

A mix of ground floor businesses and primarily upper-story residential uses are in the vicinity.

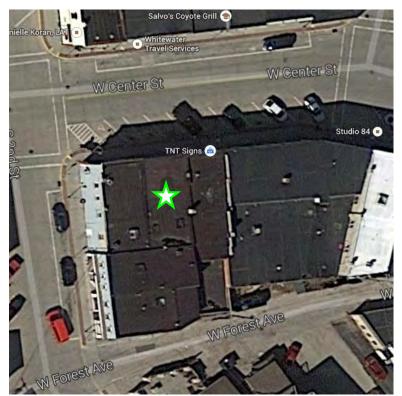
No additional changes are proposed. The proposed project complies with all of the requirements of the B-2 Central Business zoning district.

#### PLANNER'S RECOMMENDATIONS:

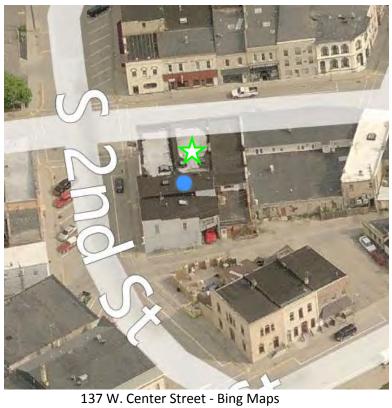
I recommend the Plan and Architectural Review Commission grant *conditional approval* for the requested modification to the building exterior at 137 West Center Street, subject to the following conditions of approval:

- 1. Secure an approved sign permit for the proposed sign as well as any other signs proposed for the site, according the requirements of Section 19.54 of the Zoning Code.
- 2. No modifications may be made to the site. The applicant shall submit a statement affirming that no changes will be made to the existing site plan (as shown on a current air photo), traffic flow, exterior lighting, use, and building height. This statement must be signed by both the applicant and the property owner.
- 3. Modifications to the existing building exterior shall comply with the application and shall be limited to the modifications described therein. Specifically:
  - a. Extend the eave to approximately 16 inches to keep water off of the front of the building.
  - b. Modify the siding covering the transom to either:
    - Expose the transom windows; or
    - Frame the transom area with vertical and horizontal boards, matching the pattern of the transom at 131 West Center Street.
- 4. Exterior colors shall be those approved by the Plan and Architectural Review Commission.

08/05/14 Page 2 of 2



137 W. Center Street - Google Maps





Neighborhood Services Department Planning, Zoning, Code Enforcement, GIS and Building Inspections

> www.whitewater-wi.gov Telephone: (262) 473-0540

#### TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Whitewater Municipal Building Community Room located at 312 W. Whitewater Street on the 11th day of August, 2014, at 6:00 p.m. to review the proposed exterior alterations to the building (extending the eave at the first floor level, transom area, sign painted on the back wall of the building) located at 137 W. Center Street for Rafael and Ana Rodriguez.

The proposal is on file in the office of the Zoning Administrator at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

The above meeting is open to the public. <u>COMMENTS FOR, OR AGAINST THE</u>

PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540.

Greg Noll, Zoning Administrator

TaxKey		Owner1	Owner2	Address1	Address2	City	State	Zip
OT 00	0017	HICKS SURVIVORS TRUST		N7934 HWY 89		WHITEWATER	WI	53190-0000
OT 00	0018	KIN DEVELOPMENT LLC		W316S2920 ROBERTS RD		WAUKESHA	WI	53188-0000
OT 00	0019	KIN DEVELOPMENT LLC		W316S2920 ROBERTS RD		WAUKESHA	WI	53188-0000
OT 00	0020	TERRENCE L STRITZEL		WS524 TRI COUNTY RD.		WHITEWATER	WI	53190-0000
OT 00	0021	DAVID E SAALSAA		184 W MAIN ST #3		WHITEWATER	WI	53190-0000
OT 00	0053	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0053A	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0054	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0055	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0055A	FIRST CITIZENS STATE BANK BUILDING CORPORATION		PO		WHITEWATER	WI	53190-0000
OT 00	0056	FIRST CITIZENS STATE BANK		207 W MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0057	FIRST CITIZENS STATE BANK		207 W MAIN ST	The same to the same of the sa	WHITEWATER	WI	53190-0000
OT 00	0059	FIRST CITIZENS STATE BANK OF WHITEWATER		TAX DEPT	MC2408 200 E RANDOLPH DR	CHICAGO	IL	60607-0000
OT 00	0060	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	0061	FIRST CITIZENS STATE BANK		P. O. BOX 177		WHITEWATER	WI	53190-0000
OT 00	0062	DONALD E LIGGETT TRUST		P. O. BOX 223061		PRINCEVILLE	н	96722-0000
OT 00	0065	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
	0067	DIANE L TRAMPE		138 CENTER ST		WHITEWATER	WI	53190-0000
and the second second	0068	FIRE STATION 1 LLC		138 W CENTER ST		WHITEWATER	WI	53190-0000
OT 00	0069	CHERYL A BRESNAHAN	MICHAEL J BRESNAHAN JR	117 S. SECOND ST		WHITEWATER	WI	53190-0000
OT 00	Mary 1 to Times	BLGL LLC		1691 MOUND VIEW PL		WHITEWATER	WI	53190-0000
البراء استعمال والرار	0071	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
OT 00		JORGE ISLAS MARTINEZ		565 S FRANKLIN ST		WHITEWATER	WI	53190-0000
OT 00		KIN DEVELOPMENT LLC		W316 W2920 ROBERTS RD		WAUKESHA	WI	53188-9298
OT 00		MARK O BERGEY	JEAN BERGEY	173 W. MAIN ST		WHITEWATER	WI	53190-0000
OT 00	-	DLK ENTERPRISES INC		P. O. BOX 239		WHITEWATER	WI	53190-0000
OT 00		AUREL BEZAT	DANIELA BEZAT	149 W. MAIN ST		WHITEWATER	WI	53190-1903
OT 00		TRIPLE J PROPERTIES LLC		543 A J ALLEN CIRCLE		WALES	WI	53183-0000
OT 00	1.10	TRIPLE J PROPERTIES LLC		543 A J ALLEN CIRCLE		WALES	WI	53183-0000
OT 00		TRIPLE J PROPERTIES LLC		543 AJ ALLEN CIRCLE		WALES	WI	53183-0000
OT 000		BULLDOG INVESTMENTS LLC		N6927 GREENLEAF COURT		ELKHORN	WI	53121-0000
OT 00:		HANTROPP PROPERTIES LLC	C/O STEFFEN & ROBYN HANTROI			WHITEWATER	WI	53190-0000
OT 00:		HANTROPP PROPERTIES LLC	C/O STEFFEN & ROBYN HANTROI			WHITEWATER	WI	53190-0000
OT 00:		DENNIS M KNOPP	sy o ore rent a noon than the	323 S JANESVILLE ST		WHITEWATER	WI	53190-0000
OT 00:		RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD		WHITEWATER	WI	53190-0000
OT 00:	777	RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD		WHITEWATER	WI	53190-0000
OT 00:		RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD		WHITEWATER	WI	53190-0000
OT 00:		WAYNE A QUASS	MAUREEN C QUASS	972 W PECK ST		WHITEWATER	WI	53190-0000
OT 00:		WILLIAM V OSBORNE II	REBECCA P ANDERSON	12648 GLACIAL CREST DR		WHITEWATER	WI	53190-0000
OT 00:	-	EDWARD W HAMILTON	ROXANNE A HAMILTON	PO BOX 736		WHITEWATER	WI	53190-0000
OT 00:	pale japinise	EDWARD W HAMILTON	ROXANNE HAMILTON	PO BOX 736		WHITEWATER	WI	53190-0000
OT 00:		TRIPLE J PROPERTIES LLC	TOWNSHIP TOWNER OF	W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
OT 00:		TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
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OT 00:	-	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST	The state of the s	PO BOX 239		WHITEWATER	WI	53190-0000
	all algority to the con-	CITY OF WHITEWATER	A CONTRACTOR OF THE PARTY OF TH	312 W WHITEWATER ST			WI	53190-0000

137 W. Center St. -----------Duplicate owner

/OT 00142	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.S	T.P.& P. RR CO.	PO BOX 239	WHITEWATER	WI	53190-0000
OT 00144	XURI PROPERTIES LLC		S95 W34735 JERICHO DR	EAGLE	WI	53119-1681
OT 00145	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P.& P. RR CO.		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00169	WATERTOWN SAVINGS & LOAN	%ASSOCIATED BANK MS8227	433 MAIN ST	GREEN BAY	WI	54301-0000
OT 00170	US OF AMERICA	POSTMASTER	213 W.CENTER ST	WHITEWATER	WI	53190-0000
/OT 00171	KELLY LAW BUILDING LLC		205 W CENTER ST	WHITEWATER	WI	53190-0000
/OT 00172	ROBERT R ARDELT		203 W. CENTER ST	WHITEWATER	WI	53190-0000
/OT 00173	RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/OT 00173A	JOSHUA D BILHORN	OPALA C BILHORN	282 NORTHSIDE DR	MILTON	WI	53563-0000
/OT 00173B	RODRIGUEZ PROPERTIES-II LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/TR 00008	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P.& P. RR CO.		PO BOX 239	WHITEWATER	WI	53190-0000
/TR 00009	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P.& P. RR CO.		PO BOX 239	WHITEWATER	WI	53190-0000
/TR 00010	COMMUNITY DEVELOPMENT AUTHORITY OF CITY OF WHITEWATER		402 W MAIN ST	WHITEWATER	WI	53190-0000
/TR 00012	COMMUNITY DEVELOPMENT AUTHORITY OF CITY OF WHITEWATER		402 W MAIN ST	WHITEWATER	WI	53190-0000
/TR 00014A	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00321	STATE OF WISCONSIN DEPT OF TRANSPORTATION			MADISON	WI	53702-0000

NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of each month. All completed plans must be in by 9:00 a.m. <u>four weeks</u> prior to the scheduled meeting. If not, the item will be placed on the next available Plan Commission meeting agenda.

## CITY OF WHITEWATER PLAN REVIEW APPLICATION PROCEDURE

1,	File the application with the Code Enforcement Director's Office at least four weeks prior to the meeting. \$100.00 fee. Filed on 2/3/14.
2.	Agenda Published in Official Newspaper on 8-7-14
3.	Notices of the public review mailed to property owners on $7-28-19$ .
4.	Plan Commission holds the public review on $8-11-19$ . They will hear comments of the Petitioner and comments of property owners.

 At the conclusion of the public review, the Plan Commission makes a decision.

Comments may be made in person or in writing.

#### PLEASE COMPLETE THE FOLLOWING APPLICATION.

Refer to Chapter 19.63 of the City of Whitewater Municipal Code of Ordinances, entitled PLAN REVIEW, for more information on the application.

Fifteen complete sets of all plans should be submitted. All plans should be drawn to a scale of not less than 50 feet to the inch; represent actual existing and proposed site conditions in detail; and indicate the name, address, and phone number of the applicant, land owner, architect, engineer, landscape designer, contractor, or others responsible for preparation. It is often possible and desirable to include two or more of the above 8 plans on one map. The Zoning Administrator or Plan and Architectural Review Commission may request more information, or may reduce the submittal requirements. If any of the above 10 plans is not submitted, the applicant should provide a written explanation of why it is not submitted.

#### City of Whitewater Application for Plan Review

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: NACAPI

Applicant's Address: 9007 N. McColo Owner of Site, according to current property tax records (as of the date of the application): Street address of property: Legal Description (Name of Subdivision, Block and Lot or other Legal Description): MKMacen Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.) Name of Individual: Name of Firm: Office Address: Phone: Name of Contractor: Has either the applicant or the owner had any variances issued to them, on any property? If YES, please indicate the type of variance issued and indicate whether conditions have been complied with. EXISTING AND PROPOSED USES: **Current Land Use:** Principal Use: \ 1 \ a \ a Accessory or Secondary Uses: Proposed Use No. of occupants proposed to be accomodated: No. of employees: Zoning District in which property is located: Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located:

#### PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details, computations and stress diagrams as the building official may require.

#### PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

#### **STANDARDS**

STANDARD		APPLICANT'S EXPLANATION	
A.	The proposed structure, addition, alteration or use will meet the minimum standards of this title for the district in which it is located;	Yes	
В.	The proposed development will be consistent with the adopted city master plan;	Yes	
C.	The proposed development will be compatible with and preserve the important natural features of the site;	405	
D.	The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	NO	

STANDARD		APPLICANT'S EXPLANATION	
E.	The proposed development will not create traffic circulation or parking problems;	H WIll not	
F.	The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;	485	
G.	Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;		
Н.	The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	NO It will Wot.	

#### CONDITIONS

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved uses.

Conditions can deal with the points listed below (Section 19.63.080), Be aware that there may be discussion at the Plan Commission in regard to placement of such conditions upon your property. You may wish to supply pertinent information.

"Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be required by the Plan and Architectural Review Commission upon its finding that these are necessary to fulfill the purpose and intent of this Ordinance.

"Plan Review" may be subject to time limits or requirements for periodic reviews where such requirements relate to review standards.

Applicant's Signature 763/14

#### APPLICATION FEES:

Fee for Plan Review Application: \$100
Receipt No. 6. 0 1/354
Received by J. Wegner

#### TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date set for public review be		ite & abutting properties: 7-29-19 itectural Review Board: 8-11-19	
		ACTION TAKEN:	
Plan Review:	Granted	Not Granted by Plan & Architectural Review Commissi	on.
CONDITIONS PLACED U	PON PERMIT	BY PLAN AND ARCHITECTURAL REVIEW COMMISSI	ON:

#### Tips for Minimizing Your Development Review Costs:

#### A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

## Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

#### Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

## For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

#### For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

- 1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
- Include titles and dates on all submitted documents in case pieces of your application get separated.
- Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
- Indicate what the property and improvements look like today versus what is being proposed for the future.
- Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.

6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

## Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your

application form and be available to respond to such questions or requests in a timely manner.

#### For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

- Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
- You may request a sit-down meeting with the Neighborhood Services Director and/or Planning consultant to review and more thoroughly discuss your proposal; and/or
- You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

#### Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

#### Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Planning Consultant Review Cost Range
Up to \$600
\$700 to \$1,500
\$700 to \$2,000
\$1,600 to \$12,000
\$up to \$600
\$400 to \$2,000
\$2,100 to \$12,000
Up to \$300
\$1,500 to \$3,000
\$500 to \$1,500
\$200 to \$400

Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

# Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid,

may then be imposed by the City as a special charge on the affected property.

	ion A: Background Information ed out by the Applicant/Property Owner
Applicant's Information:	
Name of Applicant:	MAGASI & ANAM ANDUGUEZ
Applicant's Mailing Address:	Celheleug for W/ 53190
Applicant's Phone Number:	20 473-7/05
Applicant's Email Address:	volliguestruck@hotmail.com
Project Information:	
Name/Description of Development:	
Address of Development Site:	137 W. GALOST. + 209 2 rd &
Tax Key Number(s) of Site:	Whiteeafer WI S3190
Property Owner Information (if diffe	erent from applicant):
Name of Property Owner:	
Property Owner's Mailing Address:	

### Section B: Applicant/Property Owner Cost Obligations

To be filled out by the Ci	tula Naimbhamhaad Campiana Dinastan
To be filled out by the Ci	ty's Neighborhood Services Director
applicant fails to pay such costs, the responsibil may exceed those agreed to herein only by mutter and when the City believes that actual costs is anticipated at the time of application or under the Neighborhood Services Director or his agent shapproval to exceed such initially agreed costs. I additional costs, the City may, as permitted by leading to the costs of t	ponsible for the costs indicated below. In the event the lity shall pass to the property owner, if different. Costs ual agreement of the applicant, property owner, and City. Incurred will exceed those listed below, for reasons not the control of the City administration or consultants, the sall notify the applicant and property owner for their of the applicant and property owner do not approve such law, consider the application withdrawn and/or suspend or the development application. In such case, the applicant and sultant costs incurred up until that time.
A. Application Fee	\$
B. Expected Planning Consultant Review Cost	\$
C. Total Cost Expected of Applicant (A+B)	\$
D. 25% of Total Cost, Due at Time of Applicati	ion\$
E. Project Likely to Incur Additional Engineering	ng or Other Consultant Review Costs? < Yes < No
receipt of one or more itemized invoices from the engineering	time of application, shall be payable upon applicant he City. If the application fee plus actual planning and the 25% charged to the applicant at the time of application, cant.
Section C: A	Agreement Execution
To be filled out by the	Applicant and Property Owner
indirectly associated with the consideration of t with 25% of such costs payable at the time of a	agree to reimburse the City for all costs directly or the applicant's proposal as indicated in this agreement, application and the remainder of such costs payable upon collowing the execution of development review services
Signature of Applicant/Petitioner	Signature of Property Owner (if different)
Printed Name of Applicant/Petitioner	Printed Name of Property Owner (if different)
Date of Signature	Date of Signature

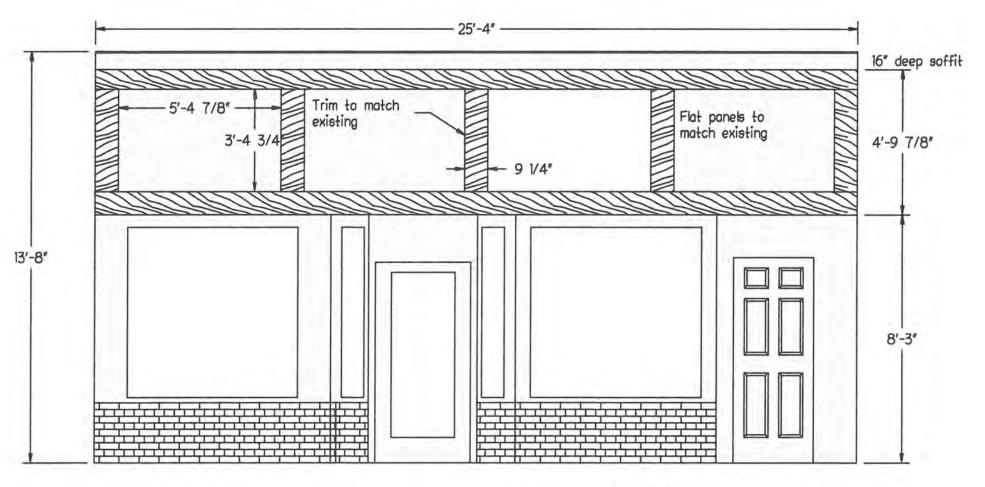


Ana Rodriquez

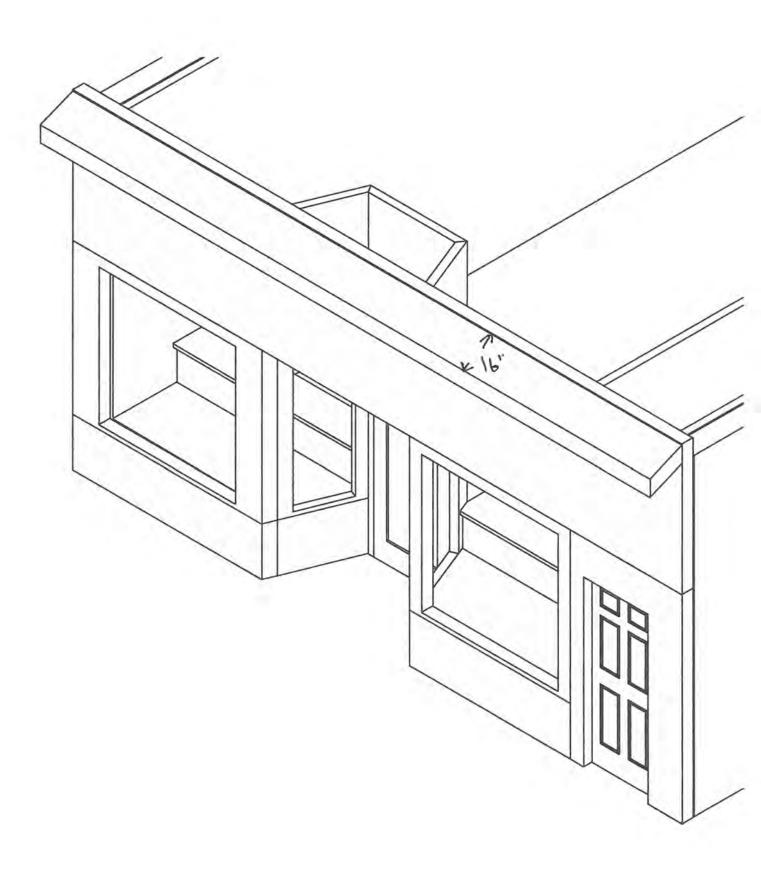
Exterior Cosmetic upgrade 137 Center Street

- 1. The existing eave is in need of repair and to make more functional as well as attractive will widen from its present 6-8" to 16"
- 2. Removing the existing siding covering the transom area
  - If the existing original transom can be salvaged will return this to its original look.
  - . If not able to repair will copy panel pattern of the adjoining buildings to the east.

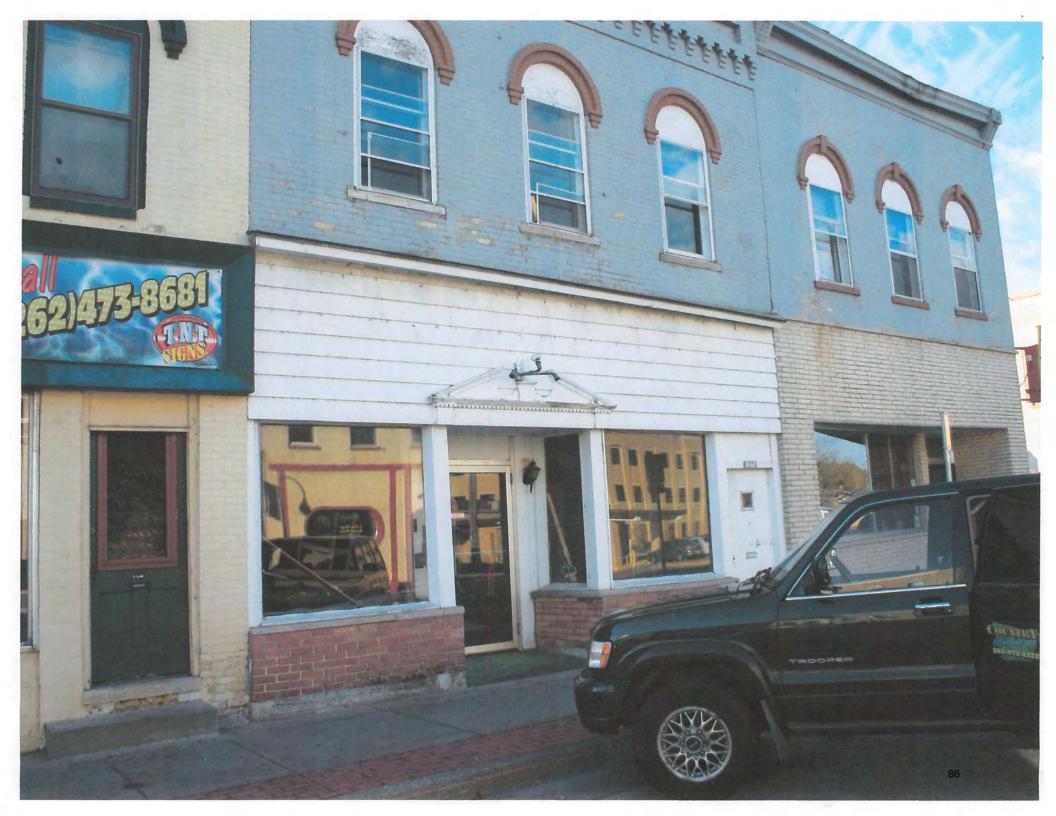
# AlternateTransom change to match Buildings to East If original not salvageable



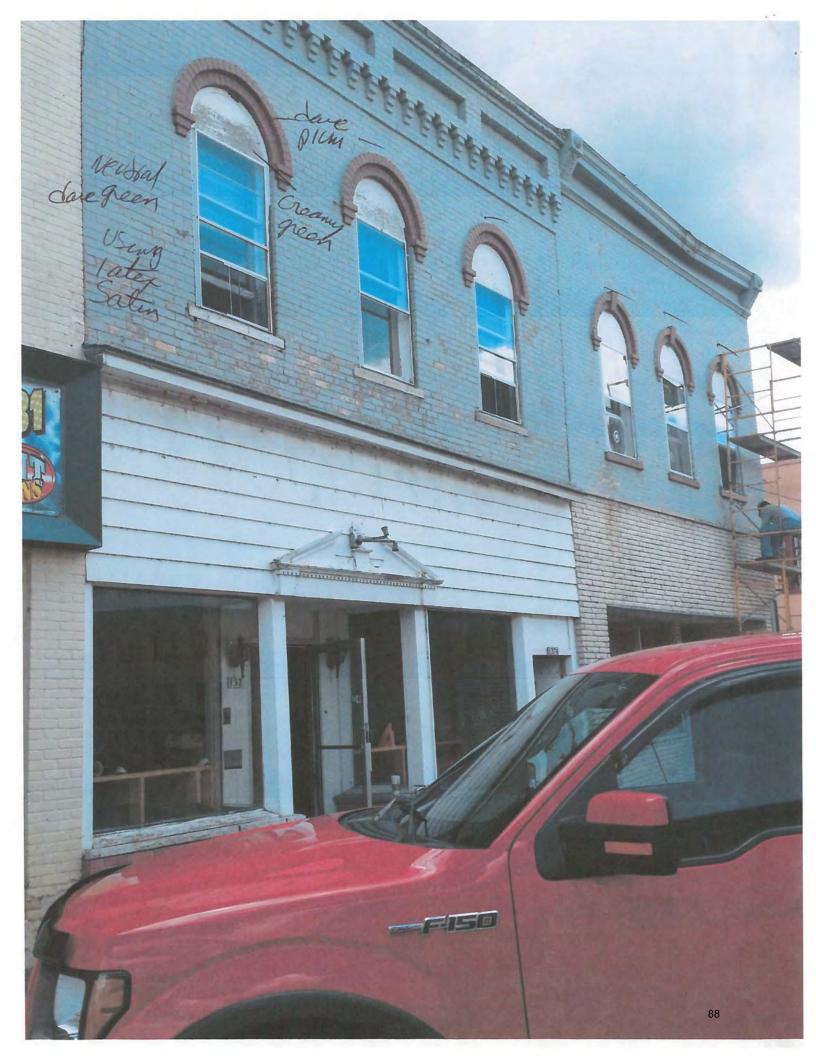
Scale 5/16" = 1'

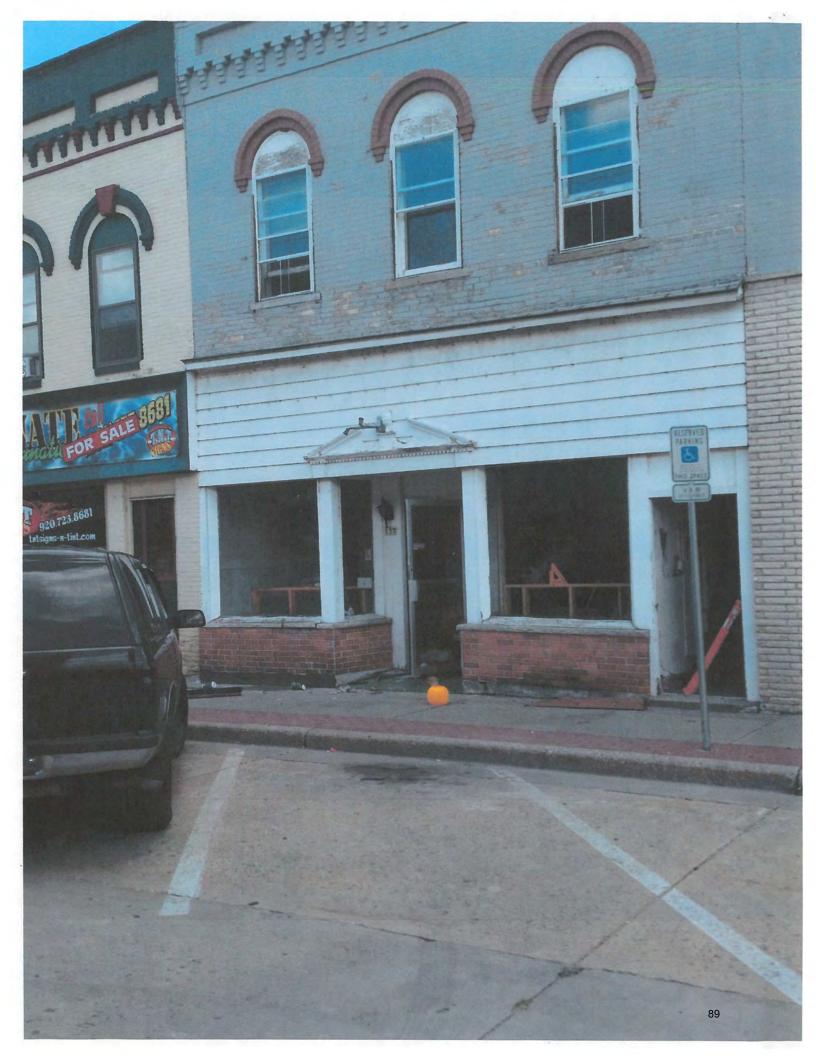














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